GROW ME
Professional Development Resource and Colouring Book
You have answered a special calling as an Early Childhood (EC) educator to educate and care for young children. Your dedication to nurture today’s generation ensures a promising tomorrow, we appreciate you!

Committing to improving yourself not only deepens your capacity and competencies, but opens up vast areas of possibilities when new skills and insights are gained. We encourage you to pursue every opportunity in living out your calling.

This professional development resource and colouring book has been designed to support you in your career planning, as you reflect on the questions on your own, with a work buddy, or a mentor.

At any point during your professional development, just remember GROW ME* to chart your progress.

GROW ME

G - Goal • R - Reality • O - Options • W - What’s Next
M - Monitoring • E - Evaluation

We wish you success as you grow as an EC educator, and that you will always see the colourful side of life.

*Adapted from the GROW ME model of coaching by Dr Ng Pak Tee
The GROW ME professional development process within this publication has been modelled after a Pre-school Teacher and an Educarer purely for illustrative purposes. The process is applicable for all EC educators.

We encourage you to use this resource together with the following supporting resources:

**Skills Framework for Early Childhood Care and Education (SF for ECCE)**
http://www.skillsfuture.sg/skills-framework/ecce

Refer to the Skills Map and Skills Standards within the SF for ECCE to identify the skills and competencies you can develop to achieve your goals.

**Continuing Professional Development (CPD)**
https://www.ecda.gov.sg/Educators/Pages/Continuing-Professional-Development.aspx

Refer to the CPD Prospectus and other resources on this webpage to help you in planning for your professional development.

**ONE@ECDA**
www.one.ecda.gov.sg

Log in to ONE@ECDA to register for courses that will help you grow in the identified skills and competencies.

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G is for Goal: Set Goals

Where do I see myself professionally in 3 years?

Believe with all of your heart that you will do what you were made to do.

- ORISON SWETT MARDEN
MODEL A:

John, Pre-school Teacher

QUALIFICATION
Diploma in Early Childhood Care and Education – Teaching (DECCE-T)

WORK EXPERIENCE
2 years, early childhood

I aspire to be a Senior Pre-school Teacher within 3 years.

MODEL B:

Anna, Educarer

QUALIFICATION
Higher Nitec in Early Childhood Education

WORK EXPERIENCE
3 years, early childhood

I want to be qualified to work with 6-year-olds 3 years from now.
John and Anna have set themselves **SMART** Goals by asking themselves guiding questions:

**What do I want to achieve?**

**How do I want to grow in my career?**

**How would I know that I have achieved my goals?**

**SMART**

S – Specific  M – Measurable  A – Achievable  R – Relevant  T – Time-framed

Set yourself a **SMART** goal by asking yourself these same questions.
R is for Reality: Analyse Your Current Reality

What is my current situation?
Professionally, I’m effective in meaningfully engaging children through the use of appropriate pedagogy.

Personally, I am creative and enthusiastic about my passions.

But I can improve by establishing partnerships with families and community stakeholders.

I have received feedback that, professionally, I am effective in setting up quality learning environments.

Personally, exercising patience and being a team player are my virtues.

However, I can improve by learning about the growth and developmental stages of children of older age groups.

But I can improve by communicating better.

However, I can improve by engaging in reflective practice to hone my craft.

But I can improve by establishing partnerships with families and community stakeholders.
John and Anna know their professional and personal limitations. Instead of allowing their shortcomings to hamper development, they choose to better themselves by asking the following questions:

**What are some of my strengths?**
- **Professional Skills**
- **Personal Qualities**

**What are some areas I want to improve on?**
- **Professional Skills**
- **Personal Development**

**Why is my current situation so?**

Analyze your current reality by asking yourself the same questions. Exercise your perspectives and view shortcomings as opportunities for improvement and growth.
Who looks outside, dreams; who looks inside, awakes.

- CARL GUSTAV JUNG
Options

O is for Options:
Consider Your Options

What are the options to achieve my goals?

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To identify the options that will take John and Anna closer to their goals, they reference the Skills Map.

Aspiring to be a Senior Pre-school Teacher, I am keen to learn how I can ‘Facilitate effective communication and engagement at the workplace.’

The Skills Map also highlights that I could ‘Develop strategies to establish partnerships and collaborations with families and community stakeholders.’

To learn about the growth and developmental stages of children of older age groups, the skill I have identified from the Skills Map is ‘Apply understanding of how children (birth to age 8) learn and develop (Beginning Pre-school Teacher).’

As for long-term professional mastery, the relevant skill for me within the Skills Map would be ‘Engage in continuous learning and reflective practice (Beginning Pre-school Teacher).’
John and Anna understand that when it comes to skills development, options abound, and the modes of learning are varied:

- Professional readings
- Action research
- E-learning
- Practitioner inquiry
- Professional and networked learning communities
- Peer sharing and observation
- Collaborative research, planning and evaluation
- Mentoring / coaching
- Classroom training (e.g. conferences, seminars, courses, workshops)
- Learning journeys
- Qualification programmes

Reference the Skills Map and consider the various options and routes you can choose to achieve your goals. You can start by asking yourself these questions:

What skills and competencies should I develop to achieve my goals?

What modes of learning can I embark on to develop these skills and competencies?
What would life be if we had no courage to attempt anything?

VINCENT VAN GOGH
W is for What’s Next: Determine What’s Next
John, to achieve your goal of becoming a Senior Pre-school Teacher within 3 years, your next step would be to enrol in the Professional Development Programme for Teachers.

Also, doing professional readings and attending continuing professional development courses will deepen your skills and knowledge to better prepare you for the role.

Anna, to work with 6-year-olds, you should enrol in the Diploma for Early Childhood Care and Education – Teaching.

It would also be beneficial for you to attend continuing professional development courses and engage in peer sharing sessions for deeper knowledge and skills.

*Develop a passion for learning. If you do, you will never cease to grow.*

- Anthony J. D'Angelo
To narrow down the many options before them, John and Anna help each other out by asking the following questions:

What Professional Development (PD) activities can I engage in to achieve my goals?

What is a realistic timeframe to complete the PD activities?

What support or resources will I need?

Ask yourself the same questions to determine your next step.
Monitoring

M is for Monitoring: Monitor Your Learning & Performance

Have I progressed towards my goals in the way I have planned?

RECOMMENDED TIME FRAMES FOR MONITORING PROGRESS:

- 6 months: check-in
- 1 year: review

Am I working towards the goals I have identified?
At what point am I now? Am I satisfied with my progress?
What have I learnt that will benefit me in the next phase of my development?

John and Anna chart the progress of their professional development by reflecting on these questions. Keep yourself on the right track by doing the same.
Tell me and I forget, teach me and I may remember, involve me and I learn.

- BENJAMIN FRANKLIN
E is for Evaluation: Evaluate Your Learning & Performance

Have I achieved the goals I have set for myself?

Yes!
The modular courses and projects within the Professional Development Programme for Teachers were crucial in developing the competencies and skills required of a Senior Pre-school Teacher!

John
PRE-SCHOOL TEACHER

Yay!
I am now working with children aged 4 to 6 years old. Without the knowledge and skills acquired from the Diploma in Early Childhood Care and Education – Teaching, I couldn’t have taken on the role of a Beginning Pre-school Teacher.

Anna
EDUCARER
Learning is a treasure which accompanies its owner everywhere

CHINESE PROVERB

To assess their achievements, John and Anna ask themselves three final questions:

How have the Professional Development activities helped me achieve my goals?

What were the most significant points of learning for me?

What steps will I take to continue to grow my career?

Once you arrive at this stage, evaluate your performance, take stock of what you have learnt, and chart how much you have grown.

And of course, look back on your journey as one filled with colour.
**INDIVIDUAL PROFESSIONAL DEVELOPMENT MAP (IPDM) SAMPLE**

Fill in how you will carry out your CPD activities • Track your progress

**NAME OF EDUCATOR:**

**OCCUPATIONAL STATUS:**

### PLAN

<table>
<thead>
<tr>
<th>SKILLS CATEGORY</th>
<th>SKILLS SUB-CATEGORY</th>
<th>SKILL</th>
<th>LEARNING GOALS</th>
<th>Type of CPD</th>
<th>When do I do this?</th>
<th>What resources are needed?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Developing the Child Holistically</strong></td>
<td>Child Development</td>
<td>Identify how children (birth to age 3) learn and develop</td>
<td>To be equipped with the skills and knowledge to support the social emotional development of children aged 3 years and below</td>
<td>Course: Understanding and Supporting the Social Emotional Development in Children Aged 3 Years and Below</td>
<td>Sep-17</td>
<td>Cost: $326.35 (with GST) Funding support available from SSG</td>
</tr>
<tr>
<td></td>
<td>Interactions &amp; Relationships</td>
<td>Display sensitivity to each child’s needs (within a group setting) through respectful, responsive and reciprocal interactions and relationships with children</td>
<td>Support children’s development of secure attachments through warm, consistent and nurturing caregiving (Infant/Toddler Educarer, Beginning Educarer)</td>
<td>Professional Reading “xxx” or OJT</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### LOG

<table>
<thead>
<tr>
<th>CPD DATE(S)</th>
<th>CPD HOURS COMPLETED OR REASON(S) FOR NOT COMPLETING</th>
<th>LEARNING &amp; APPLICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/09/2017</td>
<td>14 hours</td>
<td>I will use _______________ (knowledge / skills) to support xxxx (children) in _______________ (eg. daily routines / activities)</td>
</tr>
<tr>
<td>28/09/2017</td>
<td></td>
<td></td>
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</tbody>
</table>
# Individual Professional Development Map (IPDM)

Fill in how you will carry out your CPD activities • Track your progress

## Plan

<table>
<thead>
<tr>
<th>SKILLS CATEGORY</th>
<th>SKILLS SUB-CATEGORY</th>
<th>SKILL</th>
<th>WHAT COMPETENCIES DO I WANT TO WORK ON?</th>
<th>WHAT DO I WANT TO LEARN?</th>
<th>TYPE OF CPD</th>
<th>WHEN DO I DO THIS?</th>
<th>WHAT RESOURCES ARE NEEDED?</th>
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</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>(E.G. FUNDING SUPPORT, APPROVAL ETC)</td>
</tr>
</tbody>
</table>

## Log

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</table>
Educators on all three tracks require ECDA-certification to progress along the ECCE career pathways, on top of the competencies and professional qualifications to be attained. In addition to professional qualifications, capabilities such as language proficiency are taken into consideration for the certification of EC educators.
Part resource guide, part comic and adult colouring book,

**GROW ME** by the Early Childhood Development Agency is a trusty table-side companion for all Early Childhood educators.

**G-R-O-W M-E** is a simple process and method all early childhood educators can learn, to take charge of their own learning and chart the step-by-step progression of professional milestones.

Start reflecting, participating, and add some colour to your career!