

# Early Childhood Educator: Internationally Educated Qualifications Program (ECE: IEQ)

## Program & Policies Brochure



Spring 2009

# Mission Statement

The Early Childhood Educator: Internationally Educated Qualifications (ECE: IEQ) Program addresses classification needs of early childhood educators with international post-secondary education with an early childhood education focus. Successful participants will demonstrate competence at the Early Childhood Educator II (ECE II) trained level according to the *Manitoba Child Care Program's Standards of Performance*. The Manitoba Child Care Program recognizes that immigrants with formal prior learning in early childhood education have the right to a fair and creditable qualification recognition process.

## A Brief History

In 1983, *The Community Child Care Standards Act* was proclaimed and comprehensive licensing regulations concerning qualifications were passed. The educational requirements for employees of child care centres and nursery schools included that a proportion of staff have specific training in areas of child development, health, nutrition, safety, program curriculum, interpersonal communication, family relations, and supervised practicum experience. This requirement was based on sound research, which confirms the correlation between specific childcare knowledge and training with delivery of quality care to children.

The ECE: IEQ Program was developed in 2004 to respond to the specific needs of newcomers to Manitoba. The Program addresses the classification needs of Early Childhood Educators with two years or more of early childhood post-secondary education completed in their country of origin. The Program provides eligible participants with an accelerated process of recognition of international education, training and experience. The ECE: IEQ pilot project was developed in conjunction with Manitoba Labour and Immigration, Manitoba Child Care Association and Manitoba Family Services and Housing. Effective

April 1, 2008 the Manitoba Child Care Program assumed management of the program.

Completion of the Program results in attainment of an Early Childhood Educator (ECE) II level and will **allow individuals to enter a recognized post diploma certificate program to obtain an ECE III level.**

## The Classification Policy in Manitoba

According to *The Community Child Care Standards Act*, all child care employees in Manitoba who work in licensed facilities must be classified. The classification of child care employees is based on the highest level of formal post-secondary education completed in child care. Each facility is required to have a proportion of trained staff, i.e., ECE II and ECE III.

An ECE II classification is based on successful completion of an approved\* child care education program at a recognized post-secondary institution. The program provides a qualifications recognition process for those individuals with international education with an early childhood education focus.

For further information about Manitoba's ECE classification process, please see the *Information on the Classification of Early Childhood Educators and Child Care Assistants brochure*.

\* Programs are approved by the Child Care Education Program Approval Committee (CCEPAC).

## What is the ECE: IEQ Program?

The ECE: IEQ Program is specifically designed for individuals who are currently under-employed in child care and who possess the requisite combination of prior learning in the form of a related degree or diploma and experience in the childcare field.

The ECE: IEQ Program is offered to participants who meet the eligibility requirements as a part-time self-assessment process. Demonstration and documentation of both formal and informal learning is required to obtain recognition of their skills, knowledge and judgment as measured against MCCP's specific Standards of Performance. The current place of employment is integral to the assessment process since the documentation file is built on while the participant is working in the child care facility. Verification that the participant has met the program outcomes is partly obtained through peer assessment.

The participant is guided through the process by a team; which includes an Advisor Assessor and a Peer Assessor. The assessment process is based on MCCP's program outcomes and learning outcomes for thirteen Child Care Competency Areas. These competencies have been adopted as the necessary minimum qualifications to be demonstrated by early childhood educators working with children in licensed programs in Manitoba.

## Who is eligible to apply for admission?

An individual who:

- is employed for over 20 hours per week within a licensed child care centre or nursery school in Manitoba;
- wishes to upgrade to meet current ECE II requirements;
- has a minimum of 2 years formal prior learning in the form of a degree or diploma from an international post-secondary institution that has not been recognized as ECE training according to the Manitoba Child Care Program policies on qualifications;

- has a minimum of two years of experience working with preschool children prior to entering Canada;
- has the support of the centre to assist in the process as needed; and
- has an English Language Benchmark assessment (where applicable).

## Recommended Canadian Language Benchmark Levels for Early Childhood Education

Speaking	Listening	Reading	Writing
7	7	7	7

For those individuals where English is an Additional Language (EAL), it is recommended that you take a Canadian Language Benchmark Placement Test to determine your level of English, and to see which English classes are available to you. Contact the Winnipeg English Language Assessment and Referral Centre for an appointment:

### Winnipeg English Language Assessment and Referral Centre

400 - 275 Portage Avenue  
Winnipeg, Manitoba R3B 2B3  
Phone: (204) 943-5387

*There is no tuition fee for the ECE: IEQ program. A financial commitment is required in the purchase of learning aids, such as resources, visits to homes and/or centres and documentation file development.*

If you meet the eligibility criteria you may request an application by contacting us at:

### Manitoba Child Care Program Qualifications Services

219 - 114 Garry Street  
Winnipeg Mb R3c 4v6

(204) 945-6730  
Toll Free 1-888-213-4754

## What are the admission requirements?

Successful applicants to the program must have regular employment in a licensed child care centre or nursery school in Manitoba and have:

- a commitment to the profession of early childhood education;
- a willingness to invest time and energy to the ECE: IEQ process of approximately 14 – 16 weeks (if no learning gaps are identified);
- a willingness to cover minimal costs related to purchasing learning aids, preparation of documentation file, attending meetings, etc.;
- support from the centre staff in terms of on-site mentoring and assessment; and
- a willingness to obtain professional certification, Manitoba child care experience, and continuously seek life-long learning.

## Waitlist

Successful applicants who have completed the required documentation are placed on a waitlist. Applicants will be contacted for a personal interview prior to final selection.

## Duration

As this is an adult self-directed assessment process and not a learning process, the participant must meet the designated target dates.

Participants are required to attend orientation sessions, workshops and a minimum of two networking meetings. Participants must demonstrate their skills, knowledge and judgment during two workplace observations and in their documentation file.

If there are no learning gaps identified, the duration of the program from first seminar to final assessment meeting is 14 – 16 weeks.

The participants can put themselves on hold and/or ask for extensions with team support. The process can recommence with the team's approval.

## How is the assessment done?

The program employs a “team model.” Each team consists of three people: the Participant, the Peer Assessor and the Advisor Assessor.

### *Participant*

The Participant is the team leader. The Participant ensures that the process moves forward in an efficient and effective manner. The responsibility for proving (through demonstration and documentation) significant prior learning and knowledge belongs to the Participant. The Participant guides the speed and co-ordinates the process. Part of the process involves keeping team members informed of progress. The Participant can access the Advisor Assessor for guidance and consultation and informs the Peer Assessor when verification is required.

### *Peer Assessor*

The Peer Assessor is a graduate from an Early Childhood Education program or a successful Participant from the Competency Based Assessment Program offered through the MCCP and is classified as a current ECE II or ECE III. The Peer Assessor provides moral support and is available on a regular basis to verify and authenticate different aspects of the Participant's work with children (knowledge, skills and judgment). The Peer Assessor reviews all materials, provides feedback, and prepares for the profile development meeting.

### *Advisor Assessor*

An Advisor Assessor is an ECE III assigned to work with each team in this process. The Advisor Assessor may be working with more than one Participant.

They provide:

- guidance and support as the Participant develops a documentation file that showcases significant knowledge, skills and judgment;
- consultation and advice on evidence collection;
- clarification of the process;

- written feedback, resources and materials;
- assistance in determining strategies for verification of learning;
- documentation file assessment;
- verification of skills;
- identification of gaps in evidence; and
- a final recommendation for the ECE II classification.

## The Outcome

The outcome of the Program is decided in a final assessment meeting. The team members meet to share information about the competence of the Participant according to the Program Outcomes and Standards of Performance. A profile is developed indicating competence as well as identifying learning gaps. Each member of the team has an equal vote in the process. A unanimous vote for overall competence is required for successful completion of the process and the awarding of an ECE II classification.

## Voluntary Withdrawal

If a participant decides not to complete the Program, the team must be informed in writing. The Manitoba Child Care Program will issue a confirmation letter of withdrawal.

The Manitoba Child Care Program reserves the right to remove a participant from the program if the participant does not complete the responsibilities of the assessment in a professional manner.

## Freedom of Information and Protection of Privacy

Your personal information is collected under the authority of *The Community Child Care Standards Act*, (Manitoba) and will be used to establish eligibility for the ECE: IEQ Program. It is protected under *The Freedom of Information and Protection of Privacy Act* (FIPPA).

For more information about FIPPA please contact:

### Information and Privacy Policy Secretariat

130 – 200 Vaughan Street  
Winnipeg MB R3C 1T5

(204) 945-1252

Toll Free: 1-800-617-3588 (Manitoba)

fippa@gov.mb.ca

[www.manitoba.ca/chc/fippa](http://www.manitoba.ca/chc/fippa)

Information shared during participation in the ECE: IEQ program is considered to be private. A participant may choose to share information with co-workers and administration in the workplace when it is appropriate to do so.

## Appeal Process

If the participant feels that the assessment process has been unfair or prejudicial and wishes to appeal the assessment decision, written notification must be submitted within **90 days** of notification of program outcome to:

### Child Care Staff Qualifications Review Committee

400 – 326 Broadway Avenue  
Winnipeg MB R3C 0S5

This Committee is authorized under *The Community Child Care Standards Act* to ascertain whether proper procedures were carried out in the ECE: IEQ assessment and classification process. The Committee is authorized to hear all differences of opinion related to the classification of child care workers. The Committee's decision regarding a child care worker's classification level is final and not subject to further appeal.

