

Core Competency Reference Guide

For more information about the Expanded Learning Collaborative Core Competencies for afterschool and summer line staff and supervisors, please go to www.sfelc.org. The core competency related to each QSA section are listed below, Competencies with an "s" in the identifier are for supervisors. All other competencies are for line staff.

Section 1: Program Assessment & Design

- Competency 4- Deliberately designs and conducts activities that are focused on program goals*
- Competency 13S Ability to design program activities that support program goals and incorporate needs and interests of program participants, their families and the broader community*
- Competency 14S Ability to articulate within the organization and to external stakeholders the program's mission and goals, and how program activities align to them.
- Competency 15S Ability to gather and review data *and conduct evaluations* for timely program improvement

Section 2: Program Administration & Finance

- Competency 3 - Maintains accurate program records and follows reporting procedures*
- Competency 15- Maintains accurate program records and follows reporting procedures*
- Competency 2S- Ability to establish and implement effective administrative policies and procedures, as appropriate*
- Competency 3S- Ability to establish and implement effective financial policies and procedures, as appropriate *

Section 3: Community Partnerships & Collaboration

- Competency 17- Advocates for the participants' needs, providing referral information when appropriate*
- Competency 10S - advocates for the participants' needs, providing referral information when appropriate*
- Competency 11S- Ability to support long-term sustainability through collaborative relationships and fundraising*
- Competency 12S- Has a working knowledge of and abilities to use resources within the broader community

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Section 4: Alignment & Linkage with School Day

- Competency 13- Incorporates academic content and skill development that contributes to participants’ school success and helps address the achievement gap

Section 5: Program Environment & Safety

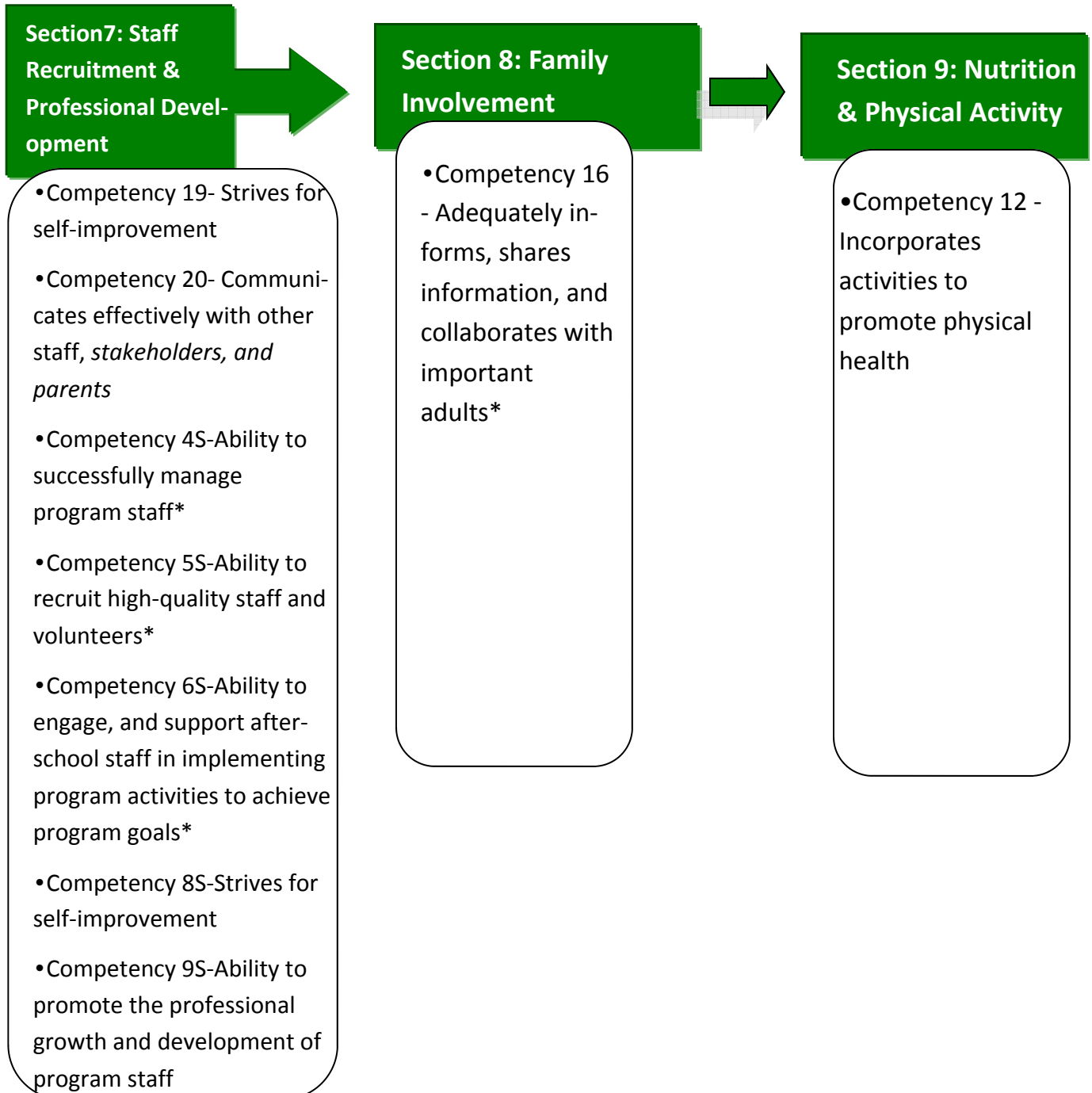
- Competency 1- Ensures for the health and safety of participants ,
- Competency 2 Follows safety and emergency procedures*
- Competency 6 *Ability to connect and relate to youth**
- Competency 7S *Ability to connect and relate to youth*

Section 6: Youth Development

- Competency 5- Supports a program environment that is learner-centered*
- Competency 7-Promotes a sense of physical and emotional safety*
- Competency 8-Supports positive relationships between *staff* and program participants*
- Competency 9-Supports positive relationships between participants*
- Competency 10-Conducts activities that expand the participants’ knowledge and understanding of their own immediate community and the larger global community
- Competency 11-Promotes the meaningful engagement and leadership of the participants
- Competency 13-Incorporates academic content and skill development that contributes to participants’ school success and helps address the achievement gap
- Competency 14-Ability to implement project-based learning

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Section 10:

Promoting Diversity, Equity & Inclusion

- Competency 18 – Respects and honors cultural and human diversity*
- Competency 21- Ability to effectively support English learners

Section 11: Effectively Supporting English Language Learners

- Competency 21- Ability to effectively support English learners