

thread Contractor Application

Thank you for your interest in providing professional development services which supports **thread's** mission to improve the quality of early education in Alaska. **thread** maintains a pool of qualified trainers to facilitate professional development opportunities on a variety of topics in early childhood.

Qualifications

As of July 1, 2018, trainers and training associated with **thread** must meet the requirements to be approved by the Alaska System for Early Education Development (SEED). To qualify as a contract trainer for **thread** requires:

- Annual participation in the SEED Registry with trainer's education recognized as a level 10 or higher on the Career Ladder
- Trainer has applied for and is recognized as a SEED approved trainer

For more information about SEED, the Career Ladder, training and trainer approval, or to apply please go to www.seedalaska.org.

Compensation

Trainers are compensated for the time spent directly facilitating the training at a rate of \$100.00 an hour. This rate considers time spent in preparation and/or development as additional time spent outside of direct facilitation is not included.

Application

The contractor application is intended for gathering basic contact information of the trainer and to share **thread's** policies for contract trainers.

Upon receipt of this application, the Professional Development Manager will determine eligibility through confirmation with SEED that the above listed qualifications have been met. Trainers who have met these qualifications may be contacted to engage in planning training sessions.

Completed applications to facilitate training by contract in the Southcentral region for **thread** can be submitted to:

Janene Lovelace
Professional Development
Manager 907.265.3137
jlovelace@**thread**alaska.org

Southcentral Alaska
111 W. 16th Avenue, Suite 205
Anchorage, AK 99501
907.265.3100
800.278.3723

Southeast Alaska
130 Seward Street, Suite 305
Juneau, AK 99801
907.265.3100
800.278.3723

Northern/Interior Alaska
1908 Old Pioneer Way
Fairbanks, AK 99709
Resources: 907.479.2214
Referrals: 800.278.3723

Child Care Assistance
1949 Gillam Way, Suite G
Fairbanks, AK 99701
907.265.3100
855.479.2212

Professional Development Contractor Application

Name _____

Mailing Address _____

Home/Cell Phone _____ Work Phone _____

Email Address _____

SEED Career Ladder Level:

10 11 12 Expiration date: _____

SEED Trainer Approval:

Provisional Basic Specialized Expiration date: _____

thread Policies for Contract Trainers:

- Confidentiality – As a representative of **thread**, contract trainers are expected to conduct themselves in a professional manner and follow practices of confidentiality. While facilitating training, trainers may learn of confidential information about families, children, early educators, and/or early care and learning facilities. Unauthorized discussion or release of confidential information may result in disciplinary action, up to and including termination of contract work for **thread**.
- Mandated Reporter – Professionals in the early childhood field are mandated by law to report confirmed and suspected instances of child abuse and neglect to the appropriate law enforcement and/or social services agency within 24 hours. Any suspicion of child abuse and neglect as reported, observed, suspected or received in any manner while facilitating training for **thread** must also be reported to the **thread**'s Professional Development Manager, Janene Lovelace, at 907.265.3137.

I certify the information on this application is true and accurate to the best of my knowledge. Further, my signature indicates I understand **thread**'s policies for contract trainers.

Signature

Date

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