

AEL Designing for Equity and Access for ALL Learners Instructional Staff Professional Pathway Requirements/Responsibilities/Potential Assignments Checklist

Requirements of Designing for Equity and Access for ALL Learners Instructional Staff Professional Pathway

Equity Specialist:

- Foundations of Designing for Equity and Access for ALL Learners
- Institute for Designing for Equity and Access for ALL Learners
 - Application of CCR Innovations with an Equity emphasis in analyzing resources to maximize teaching materials and revising a resource and curriculum to promote equity, access and Universal Design for Learning (part of Institute)
- Sign up for Equity in Adult Education Blog
- Presenting an Effective Training Presentation

Equity Master Teacher:

- Serve as mentor to Institute participants as designated by Equity Trainer
 - Communicate bi-weekly with mentee
 - Report monthly to Equity Trainer
 - Complete year-end report of mentee's development (template to be created)
 - Observe teaching in action to monitor lesson content and ensure instructional practices meet specific needs of equity including infusion of UDL

Responsibilities/Potential Assignments of Equity Professional

Equity Specialist:

- ✓ Assists in curriculum development
- ✓ Evaluates, aligns and recommends instructional materials appropriate for multiple learning modalities/learning styles and to apply Universal Design for Learning (UDL)
- ✓ Develops appropriate instructional materials to design for variability in learners
- ✓ Mentors new(er) teachers
- ✓ Provides observation and feedback on integration of UDL into instruction
- ✓ Serve on Equity specific committees, teams, etc.
- ✓ Provide program specific Equity training including UDL as requested
- ✓ All responsibilities/assignments from Standards Proficient category

Equity Master Teacher:

- ✓ Support administration in activities to strengthen instructional program and identification and creation of appropriate professional growth for staff, i.e. workshops, creation of materials, team member for instructional planning

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| <ul style="list-style-type: none">■ Completion of special project (one of the following or other as approved by Equity Trainer)<ul style="list-style-type: none">■ Assisting teachers within their program to implement learning strategies to facilitate learning throughout their program■ Provide a series of workshops for other staff members on topics such as UDL, learning styles, accommodated learning, building self-advocacy, fostering self-esteem, or other topics approved by Equity Trainer■ Conduct research into the learning needs of their individual students examining principles from year one instruction■ Contribute a minimum of once a month to Equity in Adult Education Blog in one of the following ways:<ul style="list-style-type: none">■ Share a valuable resource or website to assist others in the field■ Update the progress of the Master Teacher Special Project and provide valuable instructional information with colleagues■ Comment on postings from other year two participants or from the Equity trainer■ Begin training to become certified as Equity State Trainer (if requested)■ Present research topic including findings, successes, challenges, and lessons learned both at | <ul style="list-style-type: none">✓ Assist in program evaluation activities, i.e. observing other teachers with effective feedback✓ Serve as mentor to instructors completing the Designing for Equity and Access for ALL Learners Specialist training✓ Promote program on the Equity in Adult Education blog✓ Serve as a resource to the community and to the adult education field providing advice, presenting at conferences, meetings, etc.✓ All responsibilities/assignments from Standards Proficient and Designing for Equity and Access for ALL Learners Specialist category |
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<p>the IACEA, the Voice of Adult Education state conference and in an online learning workshop sponsored by SIPDC</p>	
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