# Requirements for Trainer Mentor

## Education:
Obtained a Career Lattice Step 9A or higher from Achieve (MNCPD).

## Employment
Current employee or contracted staff with Trainer and Relationship-Based Professional Development Support Services (TARSS) (Develop Organization # 132125) as verified on the individual's employment tab in Develop.

## Safety and Security Requirements;
## These requirements must be filled before access to Develop will be granted
Department Human Services - Background Check is completed and verified in Develop under Education tab.
- To request a background check, send an email to TrainerRBPD.BackgroundCheck@state.mn.us at the Minnesota Department of Human Services

Complete Course #132473 – ATL *Mandated Reporter Training* as verified on the coach's Learning Record.
- This is an Anytime Learning course available through Eager-to-Learn for $10
- If you have a group to register contact etlsupport@childcareawaremn.org

## Required Training, Coaching, Consultation or Mentoring
There may be training requirements Trainer and RBPD Support Services (TARSS) has of coaches once they are approved as Trainer Mentors in Develop. They include but are not limited to the following:

- Complete Course 156284 – *Training of Observers: Observation and Mentoring of Trainers* as verified on the coach's Learning Record

## Endorsement Renewal Duration
Endorsement Duration Renewal endorsement is valid for 3 years.

## Requirements for Endorsement Renewal
Requirements include but not limited to:
- Complete Course #132473 – ATL *Mandated Reporter Training* as verified on the coach's Learning Record.
    - This is an Anytime Learning course available through Eager-to-Learn for $10
    - If you have a group to register contact etlsupport@childcareawaremn.org
    - Required at every renewal

- Complete 8 hours of training in the following courses as verified on a Mentor's Learning Record
    - 176161 – Mentoring Community of Practice – Session 1
    - 176166 – Mentoring Community of Practice – Session 2
    - 176167 – Mentoring Community of Practice – Session 3
    - 176176 – Mentoring Community of Practice – Session 4
    - 167177 – Mentoring Community of Practice – Session 5
    - 176178 – Mentoring Community of Practice – Session 6
    - 176179 – Mentoring Community of Practice – Session 7

- o 176180 – Mentoring Community of Practice – Session 8
- o 176181 – Mentoring Community of Practice – Session 9
- o 176182 – Mentoring Community of Practice – Session 10

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