

**Occupational Profile
Panel**

Mr. Liaqat Ali Jamro
Director Academics,
Representative S-TEVTA

Mr. Mushtaq Ahmed
Director M&E,
Representative P-TEVTA

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V.P GCT Peshawar,
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Examination
Representative PBTE,
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Montessori Teacher
Training Centre)

Ms. Rehana Haider
Educator(Poverty
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Ms. Shaila Mehfooz
Educator(Poverty
Eradication Initiatives)

Ms. Kiran Javaid Hajani
Head of Certificate &
Diploma Programs
IECED

Ms. Mahera Shoaib
Lecturer Federal Urdu
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Occupational Profile Chart

of

“Early Childhood Care and Education”

(ECCE Teacher Trainer)

Level-4

17/01/2022 - 21/01/2022

Karachi, Pakistan



**National Vocational & Technical
Training Commission**

Mr. Masroor Shaikh
Chairman SBTE Karachi

Mr Ghulam Raza
Representative B-TEVTA

**Occupational Profile
Facilitator**

Engr. Danish Khan
Islamabad

**Occupational Profile
Coordinator**

Mr Muhammad Asim
Assistant Director,
NAVTTC Co-ordinator

DUTIES and TASKS

Level 3– ECCE Teacher/Educator			
A. Establish and maintain the occupational Health and safety system			
A1. Organise consultation process	A3. Design Occupational Health and Safety framework	A4. Design and implement an Occupational Health and Safety awareness training program	A5. Establish, monitor and maintain Occupational Health and safety system
A2.			
A6. Establish and maintain a system for accident investigation	A7. Evaluate the organization's Occupational Health and Safety system and related policies procedures and programs		
B. Perform Advance communication			
B1. Demonstrate professional skills	B2. Plan and Organize work	B3. Provide trainings at workplace	
C. Analyse Workplace Policies and Procedures			
C1. Manage work timeframes	C2. Manage to convene meeting	C3. Set and meet own work priorities at instant	C4. Develop and maintain professional competence
C5. Follow and implement work safety requirements			
D. Use social media tools for collaboration and engagement			
D1. Describe different types of social media tools and applications	D2. Compare different types of social media tools and applications	D3. Set up and use popular social media tools and applications	
E. Use Critical Thinking and reflective practice			
E1. Justify the importance of critical thinking and reflective practice in teaching	E2. Implement critical thinking and reflective practice in daily classroom routines	E3. Use critical thinking and reflective practice as professional development tools	
F. Manage and Administer School Organization			
F1. Understand The Terms School Organization, and Administration	F2. Interpret The Role of Major Components of School Administration	F3. Maintain School Building, Office, Library and Equipment Etc.	F4. Prepare School Record

	(Principal, Teacher And Pupils)		
F5. Appraise Co-Curricular Activities	F6. Design School Timetable	F7. Exercise School Discipline	
G. Maintain relationship with family, school and community			
G1. Measure the role of the teacher as an integral part of the community	G2. Highlight the challenges of partnership with schools, families, and communities	G3. Explore various ways to reach out to families and communities	G4. Evaluate the types of parental involvement
H. Apply Assessment & Evaluation Techniques			
H1. Perform Assessment to Support Learning	H3. Apply Assessment Strategies	H4. Use Different Tools for Assessment & Evaluation	
H2.			
I. Integrate Inclusion and Diversity in Early Childhood Care and Education			
L1. Demonstrate acceptance and attitude towards integrating Inclusion and Diversity in Early Childhood setting	L2. Create an indoor / outdoor environment that ensures inclusion and diversity in early childhood setting	L3. Demonstrate the pedagogical skills that support diversity and inclusion in early childhood setting	L4. Create partnership with families and community to promote diversity and inclusion in Education
J. Setting & Managing Day-care			
J1. Understand the term day-care and its importance	J2. Practice professional ethics in a day-care setting	J3. Value the guidelines and standards for day-care centers in Pakistan	J4. Establish a day-care center
K. Practice Positive Parenting			
K1. Understand Parenting and Positive Parenting	K2. Practice Parental Attachment And its Styles	K3. Respond to the Developmental Need of Children	K4. Recognise the Difference Between Punishment, Reward and Discipline
K5. Communicate Young Children	K6. Improve Parents` Skills for Better Cooperation with and Motivation of the Child		
L. Execute Pedagogical Leadership			
L1. Create Common Goals and Expectations	L2. Plan and Coordinate the Curriculum with Teacher	L3. Build a Collegial Work Environment for Teachers and other Stakeholders	L4. Evaluate Children`s Learning Outcomes and Teaching Practices
M. Practice ICT in Early Years			

M1. Use ICT with and by Children M2.	M3. Ensure ICT in Whole Child Development	M4. Integrate ICT Competence and Standards for Teaching	M5. Adapt ICT for Teaching and Learning
M6. Contribute to Establishing Digital Safe Environment	M7. Examine ICT for Children with Special Education Need		
N. Practicum III (Seminars/Workshops/ Symposium)			
N1. Observe and record classroom practices and child progression	N2. Create responsive and engaging learning environment	N3. Use curriculum to plan daily routines/experiences & resources	
O. Green Skills			
O1. Use Power Management Techniques	O2. Use Efficient Resource Management	O3. Characterise the Final Waste	O4. Dispose Off the Final Waste

Additional Information for PESTICIDE & FERTILISER TECHNOLOGY

Worker traits <ul style="list-style-type: none"> • Devoted/motivated • Honest • Punctual • Knowledgeable • Friendly • Interpersonal skills • Creative • Hard worker • Team work • Collaborative • Confident • Competent • Innovative • Communicative Skills 	Entry Requirements <ul style="list-style-type: none"> • Intermediate/Equivalent Trainer <ul style="list-style-type: none"> • Minimum Bachelor in any discipline and 1 year Diploma in Early Childhood Care and Education (With three years of experience as teacher trainer). 	Duration of training required <ul style="list-style-type: none"> • 12 Months 	Career paths <ul style="list-style-type: none"> • Teacher Trainer • Master Trainer • ECCE Consultant • Manager in early year setting • Supervisor in early year setting • Administrator in early year setting
			Future Trends <ul style="list-style-type: none"> • Precise and target specific application of ECCE (economically feasible, socially acceptable and environmentally sustainable) • Innovation in application procedures. • Bright chances of employment

Related knowledge	Tools
<ul style="list-style-type: none"> Different types of social media tools and applications 	Multimedia
<ul style="list-style-type: none"> Importance of critical thinking and reflective practice in teaching 	You tube
<ul style="list-style-type: none"> Critical thinking and reflective practice in daily classroom routines 	Posters
<ul style="list-style-type: none"> Critical thinking and reflective practice as professional development tools 	Illustration of child rights
<ul style="list-style-type: none"> The Terms School Organization, and Administration 	Handouts
<ul style="list-style-type: none"> Major Components of School Administration (Principal, Teacher And Pupils 	Whiteboard and marker
<ul style="list-style-type: none"> Co-Curricular Activities 	Empty cartons
<ul style="list-style-type: none"> School Timetable 	Block of different kind
<ul style="list-style-type: none"> Assessment to Support Learning 	Clay
<ul style="list-style-type: none"> Assessment Strategies 	Sand and water
<ul style="list-style-type: none"> Different Tools for Assessment & Evaluation 	Stones
<ul style="list-style-type: none"> Acceptance and attitude towards integrating Inclusion and Diversity in Early Childhood setting 	Safe waste material
<ul style="list-style-type: none"> Indoor / outdoor environment that ensures inclusion and diversity in early childhood setting 	Toys
<ul style="list-style-type: none"> Pedagogical skills that support diversity and inclusion in early childhood setting 	Everything available in the environment
<ul style="list-style-type: none"> Partnership with families and community to promote diversity and inclusion in Education 	White board
<ul style="list-style-type: none"> Guidelines and standards for day-care centers in Pakistan 	Markers
<ul style="list-style-type: none"> Parenting and Positive Parenting 	Crayons/ color pencils

Related knowledge	Tools
• Developmental Need of Children	Watercolor
• ICT for Teaching and Learning	Play dough
• Waste Management	Multimedia
• Green Skills	Running Record -Child Observation Tool
•	Developmental Checklist
•	Nurturing Care Framework for Early Childhood Development
•	Developmental milestones framework
•	Case studies /Scenarios
•	Multimedia Projector
•	Laptop
•	Speakers
•	YouTube
•	Costumes
•	Food & games Stalls
	Sports equipment
	Whiteboard
	Markers
	Multimedia
	Videos
	Checklists
	Posters
	Charts
	Flash cards
	Observation tools (checklist, anecdote, running record, media techniques & portfolios)

Related knowledge	Tools
	NAEYC Code of Conduct for Teacher Educators
	ECCE Policy Document
	ECCE Curriculum Framework
	ECCE Standards document
	Reflection framework
	Routine Plan Template
	Learning Center and resources with guidelines
	Nurturing Care Framework for Early Childhood Development
	Developmental milestones framework
	Laptop & Multimedia Projector
	Mentor and Mentee teacher guideline
	Teaching Professional Portfolio
	Educational Websites
	Speakers
	YouTube