

# All You Need to Know: The CDA® Professional Development Specialist™

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CDA Professional Development Specialist Q&A

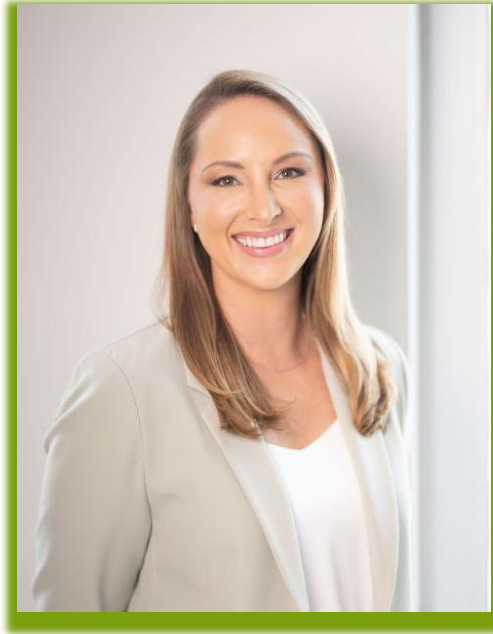
February 12, 2025

Mackenzie Pelland & Vicci Rydzinski

Aloha  
Degemer  
Bi xêr hatî  
Ongietorri  
Akwaba  
Dobrodošli  
Üdvözlet  
Wellkomma  
Yokoso  
Accogliere  
Nau Mai  
Bienvenido  
Bem-vindo  
Willkommen  
Haere Mai  
Salve  
Welcome  
Swaagat  
Vítejte  
Bonavinuta  
Huan Ying  
欢迎  
Tervetuloa  
Acchoje  
Hosgeldiniz  
Nayak  
Chào mừng  
Vitajte  
Fáilte  
Benvignùo  
Swagata  
Benvenuto  
Welkom  
Velkomin  
Namaste  
Bun venit  
Witaj  
Bienveni  
Bienvenuu

# Who We Are

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**Mackenzie Pelland**  
Director of ECE  
Observation Systems



**Vicci Rydzinski**  
ECE Observation  
Systems Manager

# Objectives

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- Identify the PD Specialist role in the CDA® credentialing process.
- Review recent Council updates.
- Inspire you to become a PDS and share this information with your network!

# The CDA® Process and the Professional Development Specialist



COUNCIL  
— for —  
PROFESSIONAL  
RECOGNITION



# The Best 1<sup>st</sup> Step

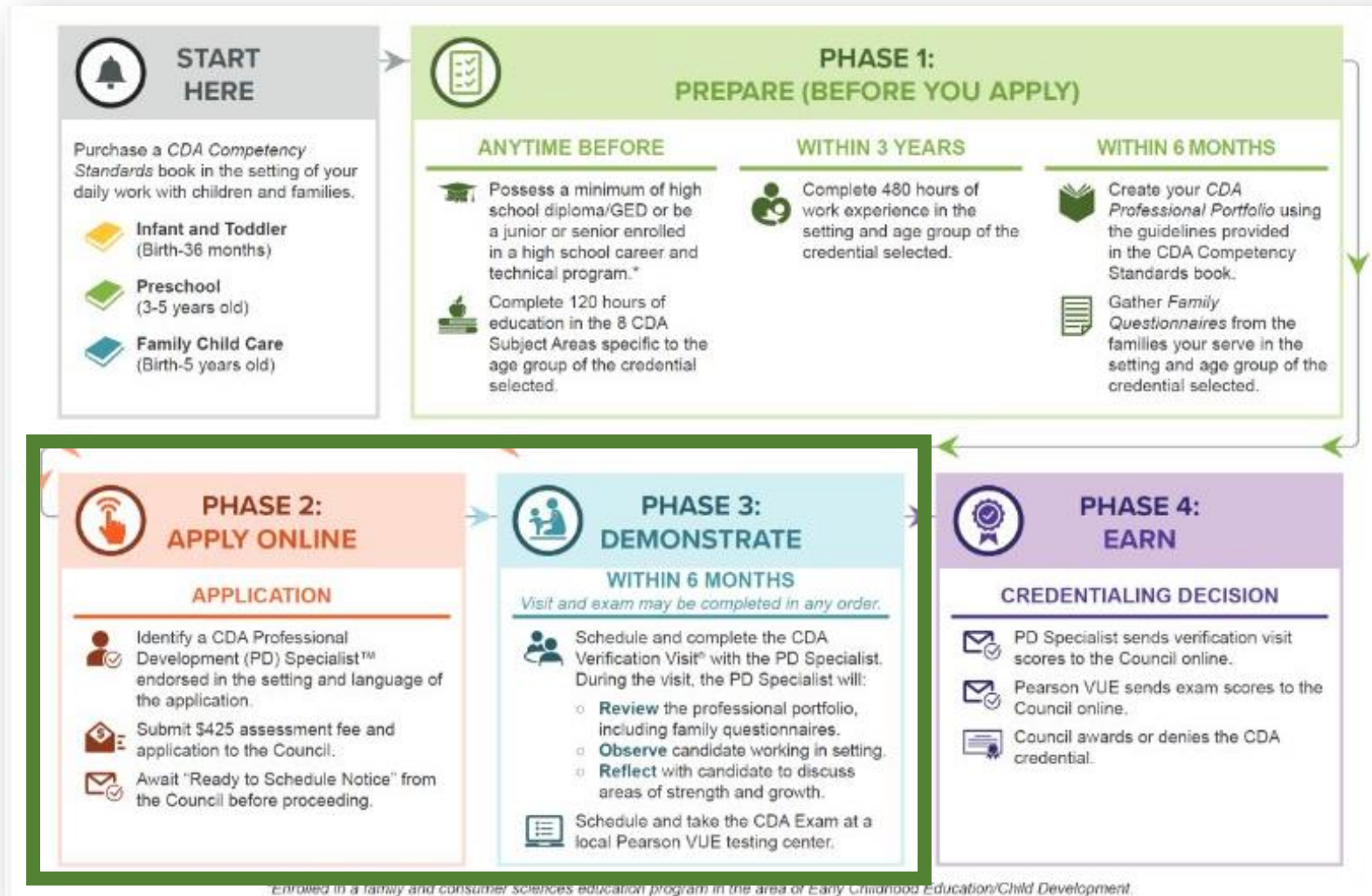
Nationally Recognized

Transferable

Competency-Based



# CDA Credentialing Process





# Who Are Professional Development (PD) Specialists™?

## ➤ Degreed/Credentialed Early Education Professionals

- Proven knowledge and experience to support early education professionals
- Recognized for their professional contributions to the ECE field
- Mentors and coaches, who have fostered the professional growth of others





# Who Makes a Great PD Specialist?

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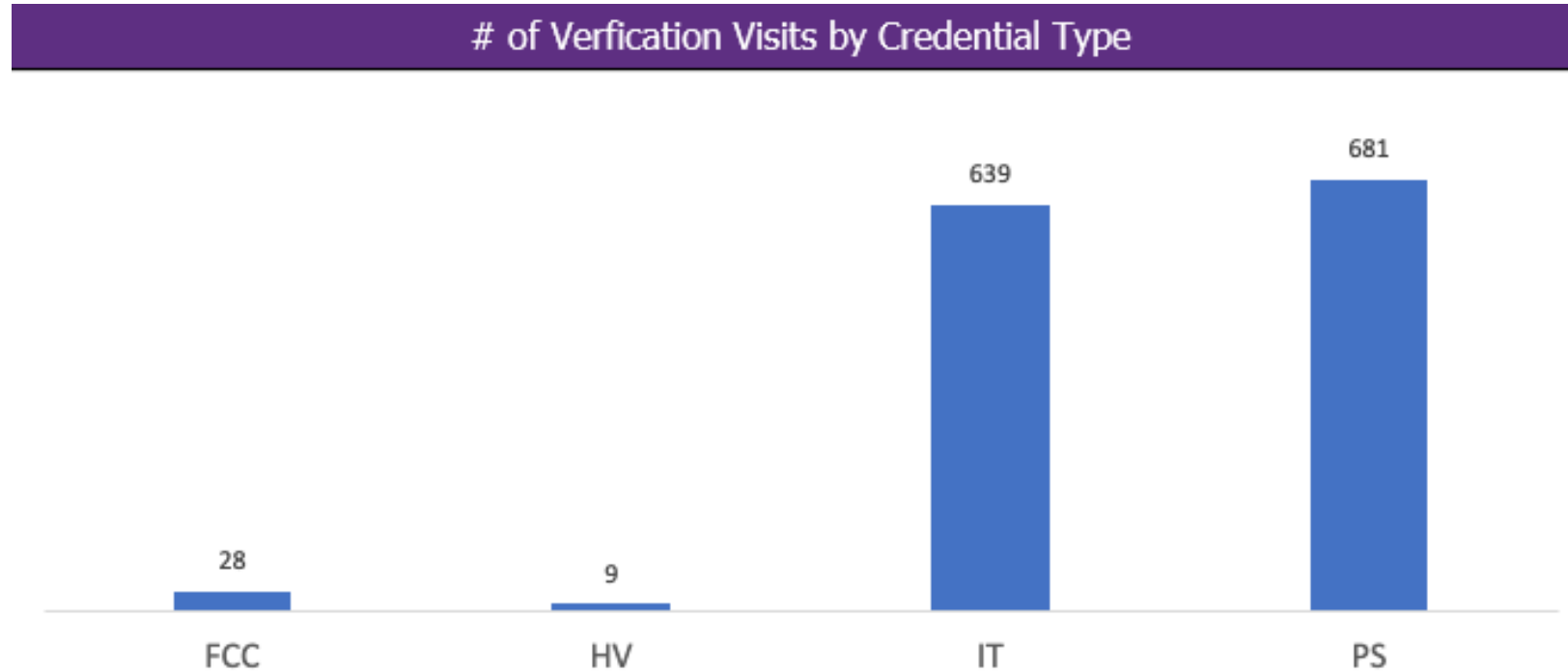
- Early education and/or child development specialists
- Enjoy working mentoring, coaching, and meeting new people
- Professional approach to work and mentorship
- Understands the dynamics of classroom/teacher observations
- Enjoys working with aspiring ECE professionals

# The State of CDA in Pennsylvania

# PA Data

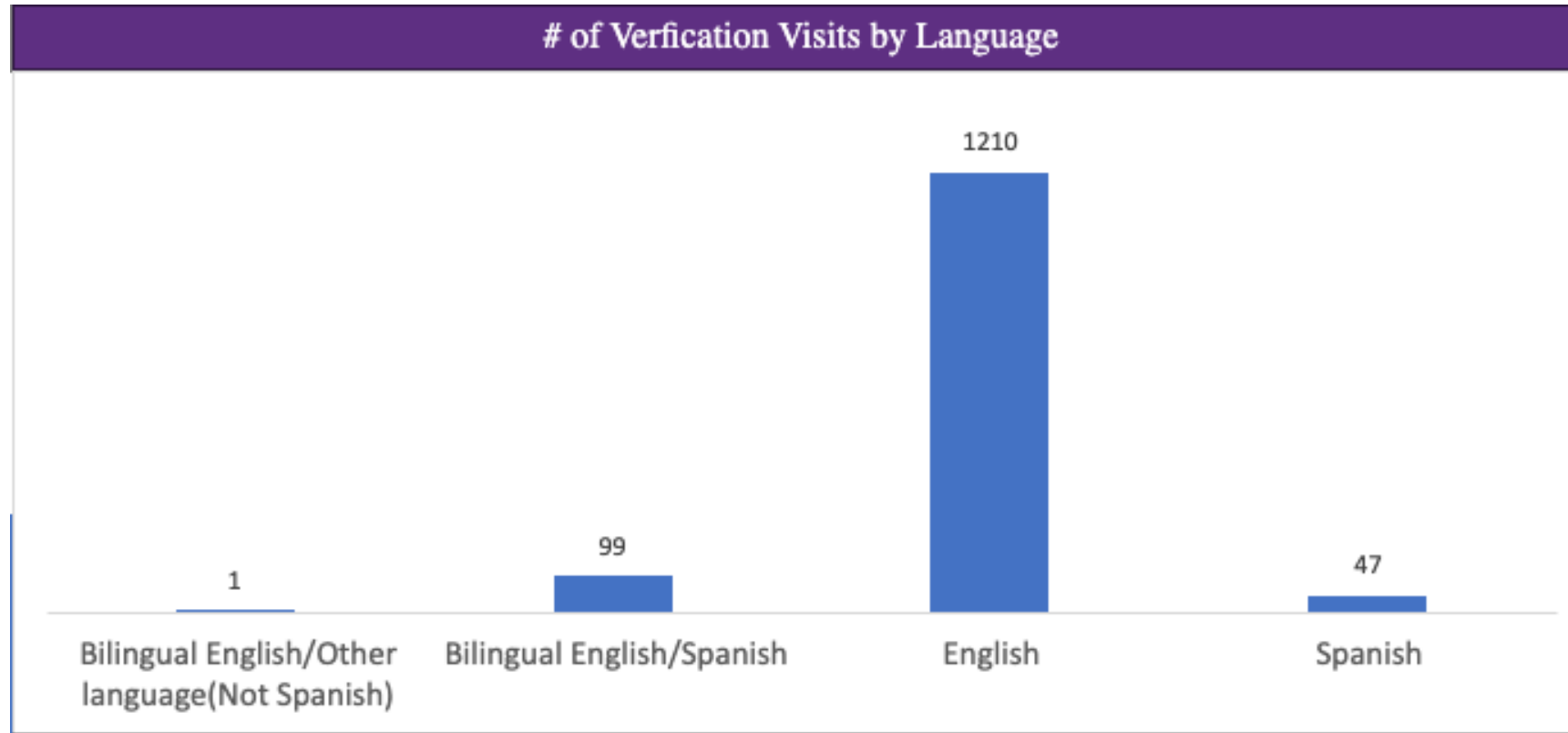
City	# of PDSs								
Abington	1	Coopersburg	1	Jersey Shore	1	New Milford	1		
Albrightsville	1	Corry	2	Johnstown	1	Norristown	3		
Allentown	2	Dallastown	1	Kersey	1	Oberlin	1		
Altoona	1	Downingtown	1	King of Prussia	1	Oil City	1		
Ashland	1	Drexel Hill	2	Lancaster	4	Oley	1		
Auburn	1	Eagleville	1	Landenberg	1	Oreland	1		
Bedford	1	Elizabethtown	1	Lansdale	2	Palmerton	1	Trevoze	1
Bensalem	1	Elverson	1	Lansdowne	1	Palmyra	3	Troy	1
Bethlehem	2	Emmaus	1	Larimer	1	Peckville	1	Tyrone	1
Birdsboro	1	Erie	9	Latrobe	3	Penn Run	1	Volant	1
Blakeslee	1	Fairview	2	Leechburg	1	Pennsburg	1	Wapwallopen	1
Bloomsburg	1	Fayetteville	1	Leola	1	Philadelphia	51	Warminster	1
Blossburg	1	Feasterville		Levittown	1	Pittsburgh	5	Warwick	1
Brackenridge	1	Trevoze	3	Lewisberry	1	Plymouth Meeting	1	Waterford	1
Breinigsville	1	Fleetwood	1	Lewisburg	1	Prospect Park	1	Wattsburg	1
Brockport	1	Ford City	1	Lewistown	2	Punxsutawney	1	Waynesboro	1
Burnham	1	Franklin	2	Lock Haven	2	Quakertown	1	Waynesburg	1
California	1	Glenside	2	Malvern	1	Reading	4	Wernersville	1
Cambridge		Greensburg	2	Maple Glen	1	Roslyn	2	West Chester	1
Springs	1	Greenville	1	Matamoras	1	Schuylkill Haven	1	West Grove	2
Canonsburg	1	Hanover	1	Mc Kees Rocks	1	Schwenksville	1	Westover	1
Carnegie	1	Harborcreek	1	McKean	1	Scranton	1	Willow Grove	1
Chalfont	1	Harleysville	1	Meadville	2	Sharon	1	Windsor	1
Chambersburg	4	Harrisburg	5	Milmont Park	1	Shippensburg	1	York	5
Chester	1	Hawley	1	Milton	1	Shohola	1	York Haven	2
Chester Springs	1	Hershey	2	Monroeville	1	Spring Creek	1	<b>Total</b>	<b>258</b>
Cheswick	1	Holidaysburg	1	Moon Township	2	Spring Mills	1		
Clearfield	1	Hopwood	1	Morton	1	Steelton	1		
Clifton Heights	1	Hustontown	1	Mount Joy	1	Stoystown	1		
Coatesville	4	Indian Head	1	Muncy	2	Stroudsburg	1		
Collegeville	1	Indiana	1	Murrysville	1	Temple	1		
Collingdale	2	Jamison	1	Nazareth	1	Throop	1		
		Jeannette	1	New Castle	2	Toughkenamon	1		

# Pennsylvania Data



**1,357 Verification Visits completed in 2024**

# Pennsylvania Data



# Why Be a PD Specialist?



“

*“Being able to be part of the formation of the early childhood workforce [in Puerto Rico] has given me the opportunity, not only to coach and guide them into the appropriate practices, but also to learn from them. This give and take of knowledge, has made me a better professional.”*

-Maryanne Ramirez Muller  
CDA PD Specialist™

”



“

*“Being a PD Specialist allows me to share my expertise and genuine love of early childhood education. Being a PD Specialist is my Occupassion!”*

- Sherilynn Kimble  
CDA PD Specialist™

”

# Why Become a PD Specialist?

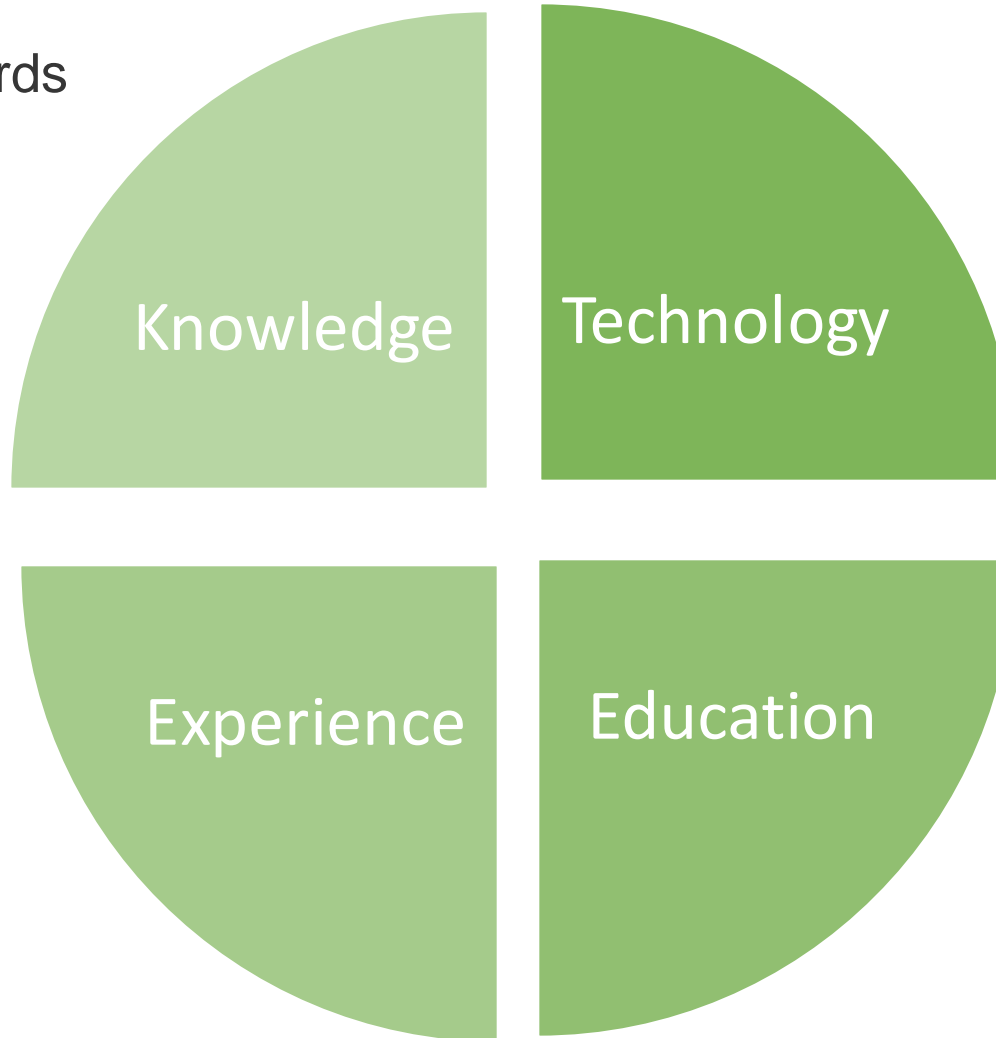
## ➤ Intrinsic Incentives for Being a PD Specialist

- Position of authority and influence in the field
- Use expertise to uphold the integrity of CDA®
- Opportunity to engage in a community of your colleagues
- Receive a \$100 honorarium for each visit and potential travel reimbursement
- No fee
- Flexibility to create your own schedule



# PD Specialist Eligibility

- ✓ Local/national standards & requirements of childcare programs



- ✓ Working with children birth to 5 years of age.
- ✓ Facilitating the professional growth of another adult

- ✓ Must have an active email address and access to the internet.

- ✓ BA or AA degree in:
  - ECE/Child Development/Home Economics
  - Elementary Education
  - Related Field
- ✓ The degree must include, at minimum, 18 semester or 24 quarter hours of coursework in Early Childhood Education/Child Development, studying children birth through 5 years
- ✓ CDA credential



# PD Specialist Endorsement Types

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- Center-based Infant & Toddler
- Center-based Preschool
- Family Child Care
- Home Visitor



# Payment Designations

Honorarium

Volunteer

Agency



# Verification Visit



# Relevant Council Policies



# Conflict of Interest

**You may NOT serve as a candidate's CDA PD Specialist™ if:**

1. You are the candidate's:
  1. Relative (related by blood, marriage or other legal relationships)
  2. Direct supervisor, teacher/trainer, director, center employee (including for example, a co-worker in the same group, classroom or center site) in the past three years.
2. The candidate is the employer.
3. You have a child in the candidate's class or group.
4. You have served as the candidate's CDA PD Specialist™:
  1. For another CDA® credential.
  2. In the past and the candidate is reapplying for the same credential.
5. You have a financial and/or contractual interest related to the candidate or may benefit in any way from the candidate's credentialing decision.
6. Any person who may have a personal or professional bias toward or against the candidate, or any group of which the candidate is a part (such as peer, friend or foe).
7. A licensing agent who has conducted a review, inspection or other service within the past two years for the child care facility.

# Remote Travel Reimbursement

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**Verification Visits** requiring travel over 50 miles one way are eligible for mileage reimbursement upon approval

Mileage is now reimbursed at the **federal \$0.70 rate** and **per diem/lodging** (*only eligible for trips over 100 miles one way upon approval*) are now based on **federal GSA rates** at the location of the Verification Visit

# Remote Travel Approval Process

Online form PD Specialists use to request approval for reimbursement

**PDS Verification Visit- Travel Reimbursement Request Form**

Please utilize this form to submit details of your potential upcoming Verification Visit requiring travel reimbursement. Visits are eligible for reimbursement that are over 50 miles one way.

Note that this **does not guarantee reimbursement** of your travel expenses. You will receive an email with additional information upon staff review and approval.

\* Required

PDS Information

1. PDS Name \*

Enter your answer

2. PDS Endorsement Number \*

Enter your answer

3. PDS Email \*

# Visits Cap

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PDS only allowed to conduct two visits per day.

**No weekly visits cap.**

# How To Apply

- Find detailed eligibility requirements on the Council's website
- Watch the "Becoming a CDA® PD Specialist™" videos
- Prepare your transcripts and work history
- Apply directly from the website
- If approved, take online training
- Become endorsed as a PD Specialist




# Learn More and Apply Here!

## [Become a CDA Professional Development Specialist](#)



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## Become a CDA Professional Development Specialist™

How to become a PD Specialist and other need-to-know information.

[Home](#) > [Advanced Career Pathways](#) > [Become a PD Specialist](#)

### ACTION ITEMS

[Apply Online](#)

## Building a Network of Highly Qualified Early Educators

If you enjoy mentoring, coaching, meeting new people and observing educational environments, becoming a Professional Development Specialist is a great career path for you.





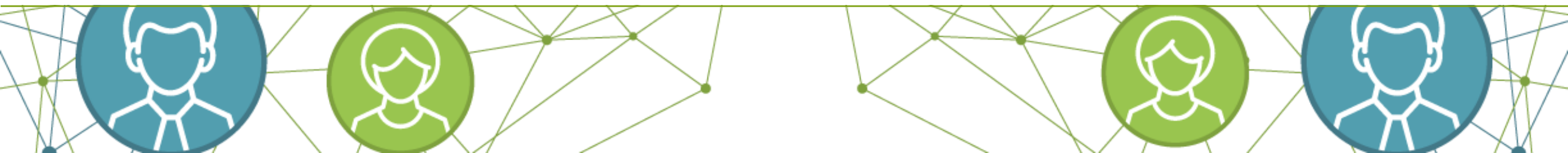


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# Questions & Answers

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THANK YOU

ДЯКУЕМ  
GRACIAS  
СПАСИБИ  
תודה  
KIITOS  
DANK  
MULTUMESC  
HVALA  
DĚKUJI  
DANK U  
TAK  
СПАСИБО  
OBRIGADO  
TACK  
MER

ДІЄКУЄ  
благодаря ти  
धन्यवाद  
TAKK  
감사합니다  
GO RAIBH MAITH AGAT  
ευχαριστώ  
GRAZIE  
شکرا

ありがとう

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