

USING RESOURCES TO PROMOTE PROGRAM QUALITY

Who, What, and How of Resources

WHO, WHAT, & HOW OF RESOURCES

Use this handout to identify:

1. **WHO:** What are the individual staff member's needs, skills, and interests?
2. **WHAT:** The topic or content area in which each the staff member needs to grow. This could include content around program norms, or specific effective teaching and home visiting strategies, child development related topics, cultural responsiveness, or interpersonal skills.
3. **HOW:** The best way to deliver the topic or content to optimize staff learning and sustainability of knowledge and skill. This could include sharing written materials, webinars, modules, trainings, and conferences to attend, or coaching and peer learning opportunities.

Staff 1.		
WHO Characteristics and needs of educational staff	WHAT The Content: the topic skill or knowledge	HOW The Delivery Method (e.g. materials, training, PD, peer learning, etc.)
What would this individual like to work on improving?	What content would help the individual to cultivate the skill, or knowledge they need?	How will you deliver the content?
What is one area, topic, or skill this individual is great at?	Outline the professional development approach you will use to support staff. (What will you do first, what resources have you identified, how often will you use the resource, how will you track progress?)	



Staff 2.

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