



Comprehensive System of Personnel Development

Leadership, Coordination, and Sustainability

What is a Comprehensive System of Personnel Development (CSPD)?

A multi-agency, cross-disciplinary system designed to address the challenges faced in the Early Childhood (EC) workforce, including:

- Shortages of personnel
- Need for additional training at both the pre-service and in-service levels
- Inconsistent alignment of state and national competencies and standards
- Challenges faced by EC personnel due to the diversity of needs of young children and their families
- Inequities of preparation and compensation among those providing services

An effective CSPD must:

- Coordinate and address state needs for quantity and quality of EC personnel and their degree of knowledge and support needed
- Monitor progress through ongoing evaluation to assess the capacity to implement program quality standards that result in improved outcomes for children and families

The Arizona Early Intervention Program (AzEIP), in conjunction with the Arizona Department of Education (ADE), other early childhood programs, Institutes of Higher Education, and other state agencies, is responsible for the coordination of the Arizona CSPD.

What is the Leadership subcomponent?

This subcomponent workgroup develops a state team that is diverse in representation from all aspects of the system, advocates for resources, makes decisions and sets priorities for PC, solicits feedback, and monitors efficiency and effectiveness of the CSPD.

The Leadership workgroup does the following:

- Obtains agency leadership approval.
- Establishes strategic planning team (SPT) and workgroups.
- Gathers information and shares with SPT
- Examines current policies and state initiatives to identify opportunities for collaboration and coordination or resources.
- Advocates for and identifies resources for cross-sector priorities and activities.
- Creates a vision and mission with stakeholder input.
- Plans for and ensures funding and resources are available to sustain implementation of CSPD.
- Monitors CSPD implementation and effectiveness of the activities of the CSPD plan

Why is Leadership important?

Having a plan in place to continuously evaluate and address recruitment and retention concerns will ensure that there are adequate numbers of professionals to serve young children and their families in the state.

Who should be on the workgroup?

- State Part C (early intervention) and Part B 619 (early childhood special education) Coordinators
- Family Member
- Early Care and Education Organizations
- Institute of Higher Education Faculty and University Center for Excellence in Developmental Disabilities (UCEDD) staff

Quality Indicators for Leadership, Coordination, and Sustainability

Quality indicators were developed by the Early Childhood Technical Assistance (ECTA) Center to support states in understanding the specific elements needed for a Comprehensive System of Personnel Development (ECTA, 2015). The following are specific to the work of the Leadership subcomponent workgroup.

Quality Indicator 1.1: The CSPD is led by a cross-sector leadership team of 4-7 members who are qualified to develop, refine, and implement the policy to support CSPD action planning.

- The leadership team meets monthly and has members from early childhood Part C and Part B 619, early childhood, faculty institutions of higher education (IHE), parent organizations, and other relevant leaders in the state.
- The leadership team completes the ECPC CSPD self-assessment, TA tracking tool, and a TA MOU with ECPC.
- The leadership team identifies a stakeholder group to participate in the initial CSPD strategic planning process, and ongoing quarterly meetings to monitor the implementation of the strategic plan.
- The leadership team and stakeholder group develop the vision, mission, and work plan for an early childhood intervention CSPD.
- The leadership team identifies members of work groups for each of the 6 CSPD components and establishes monthly meetings.
- The leadership team facilitates and monitors the development of action plans for each of the 6 CSPD components. Each action plan will include objectives, activities, responsible persons, resources needed, outcomes to be achieved, and timeline for completion.
- The leadership team monitors strategies for the collection and analysis of formative and summative evaluation data on each objective and activity implemented in action plans.
- The leadership team articulates a process for communication between work groups and the leadership team for sharing information on the implementation of objectives and activities.
- The leadership team identifies and facilitates opportunities for collaboration and coordination across the 6 CSPD work groups.
- The leadership team identifies state early childhood personnel systems and programs and aligns the CSPD efforts with other related initiatives.
- The CSPD leadership team develops a multiyear CSPD that addresses each CSPD component and plans for the sustainability of the CSPD.
- The leadership team monitors the formative and summative evaluation of the goals, objectives, activities of the CSPD state plan.

To learn more about CSPD or join us, please contact azcspd@azdes.gov or 602-532-9960.