**Please delete all red type prior to submission and fill in with your original information.**

This Assignment should be written adhering to the guidelines of Standard English. This means that your thoughts should be well-organized, logical, and unified as well as original with the viewpoint and purpose clearly established and sustained. Standard English guidelines also include the use of correct grammar, punctuation, and sentence structure. All writing should be in 6th Edition APA formatting and citation style.

Managing the Hiring, Support, and Evaluation of Staff

First/Last Name

University

– Section #

Date

**Hiring**

Using the [NAEYC’s 5 Guidelines for Effective Teaching](https://www.naeyc.org/resources/topics/dap/5-guidelines-effective-teaching), please complete the chart below, using the content in red to help guide what is needed for each guideline:

|  |  |  |
| --- | --- | --- |
| **NAEYC Guideline** | **Interview Question** | **Evaluation Method** |
| Creating a caring community of learners | Create one essential interview question that is tied to the guideline. | Discuss how you would evaluate the candidate’s response to this question and provide keywords/elements that you are looking for in the response. For the purposes of this assignment, assume the interview questions are for the teaching staff. |
| Teaching to enhance development and learning |  |  |
| Planning curriculum to achieve important goals |  |  |
| Assessing children's development and learning |  |  |
| Establishing reciprocal relationships with families |  |  |

**Supporting**

For this section, use the first 1-2 paragraphs to describe what you will do to create a positive climate of care, trust, and respect.

Then, use another 1-2 paragraphs to describe how you will motivate staff to provide a high quality program for young children and their families.

Finally, in the last 1-2 paragraphs provide the strategies that you will use to help staff manage the classroom, maintain parent cooperation, and support children with special needs.

**Evaluating**

For the next section, use the first 1-2 paragraphs to discuss how regular on-going staff performance evaluations will be conducted.

Then, use another 1-2 paragraphs to discuss what your coaching/guidance program will be.

**References**

Please include all references used in your responses and cite all sources using proper APA formatting and citation style. The full reference for each in-text citation (ex. (Doe, 2013)) used in the body of your paper should be included and listed alphabetically on this reference page.

Doe, J. (2013). This is a sample APA journal article. *Sample APA Journal Articles Weekly*, *52*(1), 34–76.