

General Staff Qualifications

Early Learning Providers



Use this as a summary document for staff qualifications. For complete staff qualification requirements, please see WAC 110-300-0100 online at www.tinyurl.com/WAC110-300-0100 for licensed center and family home providers as well as ECEAP Performance Standards online at www.tinyurl.com/ECEAPStandards for ECEAP sites. For a list of approved equivalents for each role, please see *Equivalent Options for Education (EPS_0037)* online at www.tinyurl.com/EduEquivalents. For more information about each role, visit the Role Determination Chart online at www.tinyurl.com/RoleChart.

Center-Based Programs (Licensed Centers or School Districts)	Minium Age Allowed	Minimum Hiring Requirement	Education Requirement (or Equivalent)	Time Allowed From Date of Hire or Promotion
Center Director¹	18	10 ECE Credits (12 children or less) 25 ECE Credits (13-24 children) 45 ECE Credits (25 or more children)	State Certificate (47 credits)	5 years or by Aug. 1, 2026
Center Assistant Director	18	Same as Center Director	State Certificate (47 credits)	5 years or by Aug. 1, 2026
Center Program Supervisor	18	Same as Center Director	State Certificate (47 credits)	5 years or by Aug. 1, 2026
Center Lead Teacher – Serving ECEAP	18	AA or Higher Degree in ECE	AA or Higher Degree in ECE	Upon Hire ²
Center Lead Teacher	18	High School Diploma	Initial Certificate (12 credits)	5 years or by Aug. 1, 2026
			Short Certificate (20 credits)	2 years from completing Initial Certificate
Center Assistant Teacher – Serving ECEAP	18	ECE Initial Certificate	Initial Certificate (12 credits)	Upon Hire
Center Assistant Teacher	18	High School Diploma	Initial Certificate (12 credits)	5 years or by Aug. 1, 2026
Center Aide	14	High School Diploma or Enrolled	High School Diploma Or Enrolled	N/A
Center Volunteer	14	None Required	None	N/A
Center Other Staff <i>These roles do not care directly for children and are not in ratio</i>	N/A	None Required	N/A	N/A

¹ At least one person in these roles must meet these qualifications.

² If the best candidate for the position is not fully qualified, the newly hired staff person is on a Professional Development Plan (PDP) to fully meet the qualifications of their role within five years from the date of hire.



Family Home Programs	Minium Age Allowed	Minimum Hiring Requirement	Education Requirement	Time Allowed From Date of Hire or Promotion
Family Home Owner	18	High School Diploma	Initial Certificate (12 credits)	5 years or by Aug. 1, 2026
			Short Certificate (20 credits)	2 years from completing Initial Certificate
Family Home Lead Teacher – Serving ECEAP	18	AA or Higher Degree in ECE	AA or Higher Degree in ECE	Upon Hire ³
Family Home Lead Teacher	18	High School Diploma	Initial Certificate (12 credits)	5 years or by Aug. 1, 2026
Family Home Assistant Teacher – Serving ECEAP	18	ECE Initial Certificate	Initial Certificate (12 credits)	Upon Hire
Family Home Assistant Teacher	18	High School Diploma	Initial Certificate (12 credits)	5 years or by Aug. 1, 2026
Family Home Aide	14	High School Diploma or Enrolled	High School Diploma or Enrolled	N/A
Family Home Volunteer	14	None Required	None	N/A

³ If the best candidate for the position is not fully qualified, the newly hired staff person is on a Professional Development Plan (PDP) to fully meet the qualifications of their role within five years from the date of hire.

If you would like copies of this document in an alternative format or language, please contact DCYF Constituent Relations (1-800-723-4831 | 360-902-8060, ConstRelations@dcyf.wa.gov).