



THE PROGRAM AT A GLANCE

APRIL 2008

Teacher of Adults: Literacy Educator Certificate Program

Delivered by three colleges in Ontario, the Teacher of Adults: Literacy Educator Certificate Program (also referred to as the ALE Certificate Program) offers an exciting opportunity to gain the skills and knowledge that will allow literacy educators to meet the needs of adult literacy learners. The revisions¹ to ALE are now complete and the revised program and course outcomes reflect the learning environment of today's literacy programs—learner-centred, goal-directed and outcomes-based.

The Certificate Program has seven courses: five core courses, an elective and a placement component. A Certificate is awarded once you complete all courses and the Fieldwork Placement. Whether you are new to the literacy field or a “seasoned” professional, you will find the courses challenging and stimulating.

PROGRAM OUTCOMES

Upon completion of the Certificate Program course participants will be able to:

- ✓ Demonstrate the sensitivity and knowledge needed to be able to respond to the needs of adult literacy learners.
- ✓ Apply “hard” skills to develop and implement a course of action to meet the specific goals of individual learners.
- ✓ Understand literacy delivery in an outcomes-based environment in variety of settings and milieus in Ontario.
- ✓ Act in the best interest of the adult learner; respect the rights of the individual and acknowledge the central role of the adult learner in the learning process.
- ✓ Demonstrate an awareness of the opportunities for professional development, and the need to keep abreast of new developments and participate in self-assessment and lifelong learning.

¹ The revision process, which started in 2003, was completed at the end of 2005. Over 20 adult educators either sat on the Advisory Committee or were content editors and some did both. These educators, representing all the Anglophone sectors, included program staff and instructors, course instructors, former course participants and educators who had not taken any of the courses in the past.

CERTIFICATE COURSES

The courses² are:

- *The Adult Literacy Learner*
- *Assessing & Evaluating Literacy Learning*
- *Planning For Literacy Learning*
- *Foundational Strategies for Literacy and Numeracy Instruction*
- *Applied Strategies for Literacy and Numeracy Instruction*
- *Electives:*
 - Professional Pathways in Adult Literacy
 - Making it Work: Workplace Basics for Adult Educators
 - Learning Disabilities and Adult Literacy
 - Planning Programs for Employment Outcomes
- *Fieldwork Placement*

Overview Of Courses

THE ADULT LITERACY LEARNER

Course Outcome: Upon completion of this module, participants should be able to apply principles of adult learning to a literacy setting.

Unit One: The Adult Learner

Unit Two: Goal-Directed Learning

Unit Three: Supporting Learning

Unit Four: Lifelong Learning

ASSESSING & EVALUATING LITERACY LEARNING

Course Outcome: Upon completion of this module, participants should be able to use a learner-centred approach to assess and evaluate the skills and knowledge of individual learners to help them achieve their goals.

Unit One: An Overview Of Assessment

Unit Two: Intake, Placement And Referral

Unit Three: Initial Assessment

Unit Four: Ongoing Assessment And Evaluation

² The courses are sometimes referred to as modules.

Unit Five: Demonstrating Learning

Unit Six: Exits And Transitions

PLANNING FOR LITERACY LEARNING

Course Outcome: Upon completion of this module participants should be able to plan literacy instruction that meets the learning needs of adult literacy learners.

Unit One: Roles And Responsibilities

Unit Two: Planning For Instruction

Unit Three: Learning Resources

Unit Four: Working With Groups

Unit Five: Working One-To-One

FOUNDATIONAL STRATEGIES FOR LITERACY AND NUMERACY INSTRUCTION

Course Outcome: Upon completion of this module participants should be able to encourage independence and critical thinking in adult learners through the use of basic approaches to instruction.

Unit One: Exploring Foundational Strategies

Unit Two: Self-Directed Learning

Unit Three: Supporting Learning With Counselling Techniques

Unit Four: Learning Disabilities

APPLIED STRATEGIES FOR LITERACY AND NUMERACY INSTRUCTION

Course Outcome: Upon completion of this module participants should be able to develop and apply instructional strategies that respond to the reading, writing and numeracy needs of the individual learner.

Unit One: Planning For Learning

Unit Two: Approaches To Reading

Unit Three: Approaches To Writing

Unit Four: Approaches To Numeracy

FIELDWORK PLACEMENT MODULE

Course Outcome: Upon completion of this module you should be able to demonstrate, as a result of your placement activity, your ability to apply the knowledge acquired through your course work to a real literacy setting. As a result of your successful demonstration, you will be able to apply for and receive the Teacher of Adults: Literacy Educator Certificate.

The Fieldwork Placement Handbook provides all the information you need to complete the placement successfully.

ELECTIVES

PROFESSIONAL PATHWAYS IN ADULT LITERACY

Course Outcome: Upon completion of this module participants should be able to discuss contemporary issues in the field of adult literacy education and form a personal commitment to ongoing professional development.

Unit One: Working Together To Meet Literacy Needs

Unit Two: Understanding Literacy

Unit Three: Developing Competency

Unit Four: Demonstrating Knowledge

MAKING IT WORK: WORKPLACE BASICS FOR ADULT EDUCATORS

Course Outcome: Upon completion of this module participants should have the skills to be able to design and deliver a workplace literacy program that reflects the needs of the workplace, and to work collaboratively with key stakeholders: management, labour and employees.

Unit 1: Introduction To Workplace Literacy

Unit 2: Understanding Workplace Literacy

Unit 3: Program Planning And Development

Unit 4: Program Design And Delivery

PLANNING PROGRAMS FOR EMPLOYMENT OUTCOMES

Course Outcome: Upon completion of this module participants should be able to plan programs and services to meet the unique needs of learners who have employment-related goals.

Unit 1: A Context for Planning

Unit 2: A Process of Planning

Unit 3: Turning Planning Into Action

Unit 4: Supporting Programs and Services

LEARNING DISABILITIES AND ADULT LITERACY

Course Outcome: Upon completion of this module participants should be able to identify possible learning disabilities and, in response, deliver instruction shaped to meet the needs of the individual learner.

Unit 1: Learning Disabilities: An Overview

Unit 2: Tools and Approaches to Support Assessment and Learning

Unit 3: Instructional Strategies and Methods

Unit 4: Self-Management and Transition Planning

COURSE DELIVERY

The courses are available in a variety of distance education formats from Algonquin, Conestoga and Sault Colleges. Each course is 48 credit hours. Contact each college for more information about registering for the courses.

www.algonquincollege.com

www.conestogac.on.ca

www.saultc.on.ca

As of this date, April 3, 2008, seven of the courses are delivered online through the OntarioLearn website. Eventually all the courses will be available through OntarioLearn. If you are not familiar with OntarioLearn go to their website (www.ontariolearn.com). The OntarioLearn courses are:

- *The Adult Literacy Learner*
- *Assessing & Evaluating Literacy Learning*
- *Applied Strategies for Literacy & Numeracy Instruction*
- *Planning For Literacy Learning*
- *Making it Work: Workplace Basics for Adult Educators*
- *Planning Programs for Employment Outcomes*
- *Learning Disabilities and Adult Literacy*

To read more about ALE go to the Teacher of Adults: Literacy Educator Certificate Program's website at: www.nald.ca/literacyeducator/. You'll also find links to the Colleges on the ALE website.