



## IYD Independent Reviewer Eligibility & Responsibility

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The Independent Reviewer is a seasoned child or youth worker professional trained to work on the assessment of a Candidate. The Independent Reviewer is assigned by Indiana YouthPRO Association (YouthPRO) and coordinates and monitors the information gathering that culminates in the recommendation for approval/denial. The Independent Reviewer must meet the following minimum requirements:

### A. Personal

- Strong written, oral, and interpersonal skills.
- Membership in a professional organization.
- Knowledge of the Indiana Youth Development Credential Competency Standards, credentialing process, and National AfterSchool Association Standards and Accreditation.
- Successful completion of the Indiana Youth Development Credential Independent Reviewer Training.
- Excellent professional references.

### B. Education

- Education related to child or youth development: Bachelor's degree or Associates degree or successful completion of the Indiana Youth Development Credential.

### C. Experience

- Experience working with school-age children or adolescents.
- Experience supervising and/or teaching staff working with school-age children/youth; recent experience preferred.
- Experience working with diverse populations.

### D. Free from Conflict of Interest – To promote objectivity and credibility, an individual serving as an Independent Reviewer:

- May not be the relative of a child in the Candidate's care at any time during the assessment process.
- May not be related by blood or marriage or other legal relationship to the Candidate.
- May not be employed by, or have an affiliation with the Candidate's Program.
- May not have been an instructor, supervisor, advisor, or mentor of the Candidate.

### Independent Reviewer Responsibilities

- Serves as the representative of YouthPRO and the school-age care/youth development profession.
- Confirms arrangements for the Assessment visit, including the Assessment Team meeting.
- Observes the Candidate for a minimum of three hours.
- Interviews the Candidate following the observation to learn more about competencies that may not have been demonstrated on a given day and to complete the Interview Instrument.
- Monitors the procedures of the Assessment Team meeting to ensure that the meeting is conducted fairly and according to standard statewide procedures.
- Verifies that all procedures have been followed and submits completed documentation to the YouthPRO office.

*Indiana YouthPRO Association is an equal opportunity/affirmative action non-profit organization*