



THE EMPOWERED EDUCATOR

Professional Learning Menu 2027



Live professional learning for leaders, Family Day Care schemes and OSHC services, built around your team, your policies and your children.

● Leaders and Whole Service

● Family Day Care

● OSHC

● Conferences

Now booking Term 1 and Term 2, 2027

Twilight and Saturday sessions available, so educators don't lose care days.

**You don't need to be tech-savvy.
You need to be educator-savvy.**

Jodie Clarke • The Empowered Educator

Early childhood educator, director and Family Day Care coordinator, human services professional and trainer

30+ years

in early learning centres, Family Day Care, preschool and OSHC

FDC from both sides

as an educator at home and as a CDO supporting a scheme

22 sessions

for leaders, Family Day Care, OSHC and conferences

Training From Someone Who Has Done the Job

I've worked in early childhood for more than 30 years, across early learning centres, Family Day Care, preschool and OSHC, in roles from assistant and room leader to director, coordinator and manager. In Family Day Care I've sat on both sides of the visit: as an educator at home and as a child development officer supporting a scheme.

My early childhood qualifications sit alongside a Bachelor of Human Services, so I bring the family and community services side too: working with children and families for better outcomes, social work and counselling skills, and project managing NGO and government-funded programs.

I've presented in person and online for many years, and for the last ten years I've also run The Empowered Educator, an online professional learning business for Australian educators. Every session on this menu is shaped for the organisation that books it, using your policies, your setting and your educators' real questions.



Live online, from the Northern Rivers

Qualifications and Recent Training

Associate Diploma of Early Childhood

Bachelor of Human Services

Google Generative AI for Educators

TAFE NSW Microskills

Introduction to Artificial Intelligence · Responsible Artificial Intelligence · Generative AI and its Business Applications · Introduction to Cyber Security

2,000+

registrations for a single free planning cycle webinar

800+

educators have used the Let's Go Outside outdoor play toolkit

25,000+

members in the educator community Jodie runs on Facebook

What Makes These Sessions Different

- ✓ Real Family Day Care and OSHC examples, not early learning centre examples with the names changed
- ✓ AI taught honestly: what helps, what doesn't, and what must never go into a tool
- ✓ Built around your own policies and quality priorities
- ✓ Twilight, Saturday or daytime sessions, online or in person

Frameworks Educators Take Away

- ✓ **The Noticing Formula:** Context, Action, Meaning
- ✓ **The 3-Question Quality Check:** Is it accurate? Does it sound like me? Does it connect to this child?
- ✓ **EASE** for asking AI clearly: Express, Assign, Specify, Establish
- ✓ **Living Documentation:** three shifts for lighter records

Leaders and Whole-Service Teams

For approved providers, directors, educational leaders and coordinators in early learning centres, Family Day Care and OSHC. Live online (Zoom or Teams), or in person in the Northern Rivers and South East Queensland. Each card describes the full session; shorter bookings focus on the parts you choose.

● LEADING PRACTICE AND QUALITY

1 Educational Leaders and AI: Leading the Team's Decisions

2 hours, or 2 x 60 min

Educational leaders

Directors

AI-focused

For educational leaders who are being asked about AI by their team and by families. Setting clear expectations, checking AI-assisted documentation, linking practice to the QIP and bringing the whole team along without anyone feeling left behind.

2 Digital Technologies: Policy into Practice

90 min

Approved providers

Directors

Coordinators

Includes AI

A working session on the digital technologies policy required under Regulation 168. We walk through the required matters plus two extra safeguards (online environments and AI), test your policy against what happens day to day, and leave with a policy template and a letter for families.

3 The AI Already in Your Apps

60 to 90 min

Leaders

Coordinators

AI-focused

Many documentation and family communication apps now include AI features that arrived with an update. Find what is already running, what it does with children's information, what families need to be told, and what the team agrees to use or switch off.

4 Leading the Planning Cycle Across Your Team

New for 2027

90 min

Educational leaders

AI optional

For educational leaders mentoring a team's programming. What good documentation looks like in your service, how to give feedback on observations and plans without rewriting them, and simple routines that keep the cycle moving across rooms or homes.

5 Assessment and Rating: Telling Your Service's Story

New for 2027

90 min

Directors

Educational leaders

AI optional

Getting ready for assessment and rating without the folder frenzy. Self-assessment against the National Quality Standard, a QIP that reads like your service, evidence gathered from everyday practice, and where AI can help organise notes and where it must not speak for you.

6 Critical Reflection That Leads Somewhere

New for 2027

60 to 90 min

Leaders

Whole team

Moving team reflection beyond "what went well". Practical prompts for team meetings, ways to bring in children's and families' perspectives, and turning one reflection into a change you can see in the program the following week.

7 Coaching Conversations: Feedback That Helps Educators Grow

New for 2027

90 min

Leaders

Coordinators

For leaders and coordinators who give feedback as part of their role. Opening a conversation about practice, asking questions that build reflection rather than defensiveness, following up without micromanaging, and keeping notes that support the next conversation.

Building an AI-Ready Team?

Sessions 1 to 3 work well as a short series for a whole service, with **Could AI Help With This?** adapted for your educators. See the suggested pathways on page 6.

Family Day Care Educators

Written for educators who work on their own, in their own homes. Several also suit early learning centre teams, as marked.

● FOR EDUCATORS

8 Could AI Help With This? AI for Family Day Care Educators

90 min to 2 hours

FDC educators

AI-focused

A calm, hands-on first look at AI for educators who work on their own. We take the real paperwork of a Family Day Care week and test where an AI tool helps, where it doesn't, and what must never go into one, built around your scheme's own policies. Delivered for a regional NSW scheme in 2026.

9 The Planning Cycle, Made Simple

90 min, or a 3-part series

FDC educators

Also for early learning centres

AI optional

Each step of the planning cycle explained for an educator working on their own, with real Family Day Care examples. Uses the Noticing Formula (Context, Action, Meaning) to turn everyday moments into documentation that shows learning.

10 Living Documentation: Less Writing, More Noticing

60 to 90 min

FDC educators

Also for early learning centres and OSHC

AI optional

Three shifts that make documentation lighter without lowering the quality: from memory to capture, from writing to editing, and from filing to flowing, so records feed planning instead of sitting in folders.

11 Let's Go Outside: Outdoor Play Spaces That Engage

90 min

FDC educators

School-age version

AI optional

Inspiration from real outdoor environments, including my own. Activity ideas for every season, DIY projects for outdoor equipment, loose parts that cost little or nothing, and quick risk-benefit thinking so the fun can happen. From a toolkit used by 800+ educators.

12 Mixed-Age Programming in Family Day Care

New for 2027

90 min

FDC educators

One program for babies through to school-age children, with one educator and real routines. Planning around sleep times and school pick-ups, spaces that work for every age, and documenting group and individual learning without doubling the paperwork.

13 Transition to School With Confidence

New for 2027

90 min

FDC educators

Also for preschools and early learning centres

Transition to School statements and summative assessments that show how far a child has come. The jigsaw approach to bringing records together, writing for families and teachers, and knowing what to leave out. Ideal in Term 3.

14 Partnering With Families

New for 2027

90 min

FDC educators

Also for early learning centres

Bringing family knowledge into planning, sharing learning in ways families actually read, and handling the tricky conversations that come with caring for children in your own home, from routines to boundaries to worries.

15 Marketing Your Family Day Care Service

New for 2027

90 min

FDC educators

Schemes recruiting educators

AI optional

Vacancy posts, social media and enquiry replies that help fill places, written in your own voice and within your scheme's guidelines. Ready-to-use prompts for educators who'd like AI to help with a first draft. A 45-minute recorded version is also available.

THE SESSIONS

Coordination Units and OSHC

FAMILY DAY CARE COORDINATION UNITS

16 Supporting Educators Who Work Alone

90 min

Coordinators and CDOs

AI optional

From someone who has been both the educator and the CDO. What makes support visits, feedback and educator development work when every educator is in a different home, and what coordinators can safely hand to AI in their own admin.

17 Supporting Educators With AI on Visits

New for 2027

60 min

Coordinators and CDOs

AI-focused

A follow-on for coordination units once educators have done an AI session. Shared language, a ten-minute AI check-in for visits, kind ways to raise documentation that looks AI-written, and prompts for coordinators' own work. Comes with a coordinator kit.

OUTSIDE SCHOOL HOURS CARE

18 Planning With My Time, Our Place

New for 2027

90 min, twilight after close

OSHC educators

Coordinators

AI optional

A planning cycle that works in OSHC. Children's ideas shaping the program, documentation that shows how the program changed because of what children said and did, and quick systems for a team working split shifts.

19 Keeping Older Children Engaged

New for 2027

90 min

OSHC educators

Coordinators

Programming for 9 to 12 year olds who feel too old for OSHC. Real responsibility, projects that run over weeks, clubs and leadership roles, and spaces of their own within your service.

20 AI and the School-Age Program

90 min, twilight after close

OSHC educators

Coordinators

AI-focused

Where AI helps with program planning, reflections and family communication, and how to keep children's voices at the centre. Also covers the conversation many OSHC teams are now having: talking with school-age children about the AI tools they already use at home and at school.

Also for OSHC

Living Documentation (session 10), **Let's Go Outside** (session 11, school-age version) and **Digital Technologies: Policy into Practice** (session 2) all run in OSHC versions.

AFTER ANY SESSION

Follow-Up Sessions

A **60-minute follow-up** a term or two later, built around what your team has tried since, the questions that have come up, and what to do next. Available for any session on this menu.

Conferences, Series and Booking

● CONFERENCES AND NETWORK EVENTS

21 Keynote: Early Childhood First. AI Second.

45 to 60 min

Conferences

Network meetings

AI-focused

What AI means for early childhood practice, from someone with more than 30 years in the sector. Honest about the risks, and built on real Family Day Care, OSHC and early learning centre examples rather than tech talk.

22 Workshop: The Educator Saw the Moment

New for 2027

60 to 90 min

Conferences

Large groups

AI optional

A hands-on conference workshop on noticing and documentation. Delegates practise turning a moment into meaningful documentation with the Noticing Formula, then test what changes when an AI tool joins in, and what doesn't.

● SUGGESTED PATHWAYS

One session can start a conversation. A short series changes practice. These are starting points, and every series is mapped around your year.

The AI-Ready Service

For approved providers and leaders who want one shared approach to AI across the team.

STEP 1

Digital Technologies:
Policy into Practice

STEP 2

The AI Already in Your
Apps

STEP 3

Could AI Help With
This? adapted for your
educators

STEP 4

Educational Leaders
and AI

A Year of Family Day Care Learning

For schemes planning one session a term.

TERM 1

The Planning Cycle,
Made Simple

TERM 2

Let's Go Outside

TERM 3

Transition to School
With Confidence

TERM 4

Partnering With
Families

Programming That Children Shape

For OSHC teams and coordinators.

PART 1

Planning With My Time, Our
Place

PART 2

Keeping Older Children Engaged

PART 3

Living Documentation, OSHC
version

● HOW BOOKING WORKS

1

Pick a Session

Choose from this menu, or tell me the challenge your team is facing and I'll suggest the best fit.

2

Hold a Date

Reply with a few possible dates for Term 1 or Term 2, 2027, including twilight or Saturday options.

3

We Tailor It

A short call or email about your policies and priorities, then I build the session for your team.

Simple Pricing, Everything Included

Live online session, tailored to your team (up to 20 educators)	Incl. GST
60 minutes	\$950
90 minutes	\$1,250
2 hours	\$1,550
Each additional educator beyond 20	\$35
Same session for a second group within 30 days	\$1,150
Marketing Your Family Day Care Service, 45-minute recorded version	\$450
In person in the Northern Rivers or South East Queensland	add \$400 + travel
Keynotes and conference workshops	by quote

What Each Length Covers

Each card describes the full session. In our planning conversation we choose what matters most for your team, so a shorter session goes deeper on fewer parts rather than rushing through it all.

60 Minutes

One or two key ideas from the card, a short demonstration and one practical takeaway.

90 Minutes

The core of the session, with time for hands-on practice and questions.

2 Hours or a Series

Everything on the card, with practice, discussion and a break. Best for whole teams.

Every Booking Includes

- ✓ A planning conversation so the session fits your team
- ✓ A take-home handout for every educator
- ✓ Examples and activities built around your own policies
- ✓ A session toolkit page for 30 days, with the recording, handout and tools used on the day, for your team's internal use

Peak bodies and training providers: adding a session to your public calendar or need an associate facilitator? I'm happy to work on a flat fee or a share of registrations, and to promote sessions to my educator community. Payment is due before the first session (14-day terms for community organisations with a board). One free reschedule with 7 days' notice.

Let's Plan Your 2027 Training

Email jodie@theempowerededucatoronline.com

Visit theempowerededucatoronline.com

Jodie Clarke · The Empowered Educator · Northern Rivers, NSW



The Empowered Educator acknowledges the Bundjalung people, the Traditional Custodians of the land where this work is created, and pays respect to Elders past and present.