

Global Career Development Facilitator Training Information and Expectations



What is a Global Career Development Facilitator?

(information taken from the NCDA website www.ncda.org)

This occupational title designates individuals working in a variety of career development settings. A CDF may serve as a career group facilitator, job search trainer, career resource center coordinator, career coach, career development case manager, intake interviewer, occupational and labor market information resource person, human resource career development coordinator, employment/placement specialist, or workforce development staff person.

The counseling profession has made great progress in defining professional counseling and the career counseling specialty through such efforts as NCDA's career counseling competencies and code of ethics (<http://www.ncda.org/pdf/EthicalStandards.pdf>) and state licensing and registry requirements. However, several professional groups recognized that many individuals who are currently providing career assistance are not professional counselors. The CDF credential was developed to provide standards, training specifications and credentialing for these career providers. The goal was to define and differentiate two levels of career practice.

GCDFs must have a combination of education and work experience as specified in the credential guidelines:

- graduate degree plus an estimated one year of career development work experience;
- bachelor's degree plus an estimated two years of career development work experience;
- two years of college plus an estimated three years of career development work experience; or
- a high school diploma/GED plus an estimated four years of career development work experience.

The GCDF certification is valid for five years. It requires an annual maintenance fee and 75 hours of continuing education to be completed every five years.

Benefits of becoming GCDF certified include:

- Professional certification
- Increased knowledge in the field of career development and job search training
- Peer support and networking opportunities
- Salary Increases: EKCEP, Inc. will support a 6% increase in pay or an annual salary of \$28,000, whichever is greater, for individuals that successfully complete the 120 hours of training and become credentialed as a GCDF by NCDA.

Expectations of GCDF participants:

- Minimum of 120 hours of training (combination of in-classroom training, homework, and field work). Attendance at all training sessions is mandatory.
- Adhere to code of ethics
- Computer and internet access

Who will conduct the training?

Carla Ockerman-Hunter, MA, NCCC, MCC, President of Career Span has been a career counselor for over 12 years. Prior to Career Span, Carla was the Director of Career Services at Asbury College from 1993-1999. She was responsible for the development and delivery of career development resources for 1200 students including all individual and group career-counseling, workshops, events and supervising graduate-level students in their internship experiences. In 1999, she began Career Span, a private practice firm specializing in career development resources for individuals, companies and organizations.

Career Span is listed in Richard Bolles' What Color is Your Parachute? 2006 as a career development resource for Kentucky.

Carla has created a track for high school juniors and seniors called "Preparing for College Success." In addition, she has developed a career development track utilized by corporate clients who have employees complete an intensive series of career exploration exercises and assessments.

Career Span also has created and implemented team-building curriculum for corporate clients to increase workplace effectiveness and productivity.

Carla has written numerous career columns for Kentucky.com and articles for America Online's Career Center. She is a Master Career Counselor (MCC), a credential designated by the National Career Development Association, a Nationally Certified Career Counselor (NCCC) designated by the National Board for Certified Counselors, and a Nationally Certified Instructor of the Global Career Development Facilitator (GCDF) Credentialing Program. She and her husband Mike have three daughters.

Caroline Francis, Ed.S., NCCC, MCC is a nationally certified career counselor and has worked extensively with adults in career transition. She has also served as a Behavior Assessor with a major motor manufacturer where she conducted job interviews and a variety of pre-hire and pre-promotion assessments. Additionally, Caroline's resume includes being a former Assistant Director of the University of Kentucky's Career Center and the former Executive Director of the New Opportunity School for Women. She currently works with University of Kentucky alumni who are in career transition and she also writes a column for the UK national alumni publication. Caroline is also associated with Career Span, a company that works with individual career clients and also develops industry training on topics such as team building, workplace communication, and conflict resolution, and is a Nationally Certified Instructor of the Global Career Development Facilitator (GCDF) Credentialing Program. Caroline and her husband Arthur have two children.

Training Dates :

July 11-12, 2008

August 8-9, 2008

September 12-13, 2008

October 10-11, 2008

November 7-8, 2008

December - no training scheduled

January 9-10, 2009

February 6-7, 2009

March 13-14, 2009

April 17-18, 2009

May 8-9, 2009

Training Hours:

The training will take place on Friday nights from 6:00 until 9:00 p.m. and on Saturdays from 9:00 a.m. until noon. There will be a break for lunch, and the afternoon session will last from 1:00 until 4:00 p.m.

Where will the training take place?

Sleep Inn
1920 Plaudit Place (across Man O' War Blvd. from the Hamburg Shopping Plaza)
Lexington, KY

What Accommodations will be provided?

Participants will be provided overnight accommodations on Friday nights, continental breakfast and lunch on Saturdays. (Rooms are booked in advance for overnight accommodations at the Sleep Inn.)

Are there any fees?

The cost is \$4,497 per student. Financial sponsorship is available to selected EKCEP contractor staff only and includes the cost of the training, overnight stay, and lunch on Saturday. Selected contract staff must pay a \$75 registration fee.

Financial sponsorship is available for integrated JobSight partner staff as appropriate and as funding permits.

Questions?

Contact person:

Janie Hackney
EKCEP, Inc.
941 N. Main Street
Hazard, KY 41701

Phone: 606-436-5751

e-mail: jhackney@ekcep.org.

Application deadline is May 23, 2008. Those selected will be notified in late May.

Testimonials

Here's what people who have completed the GCDF training have to say about it ...

The instructors have made the difference between what might be boring and impersonal by presenting life changing skills in a most unique way. We have become a GCDF family who cares about each other and the world we serve! – Brenda Shumate

Through the GCDF training I have learned so much great and valuable information that I started applying it to my job after the very first training session, and it has increased with each passing one. I have thoroughly enjoyed the training, and our wonderful instructors have made the training fascinating and very informative. – Bonnie Conn

The GCDF Class has made me realize just how important my job as a case manager really is. The training has made me take a more in-depth approach of assessments. The instructors of this training could not be better. – Brandon Fleming

I suppose the one thing I have learned from my GCDF training is "Why I love my job." This training has given me insight on my career as a Career Development Facilitator. I have taken away so many things that I have been able to apply to my work and to my youth [participants]. Carla and Caroline have been wonderful in allowing us to express ourselves by making the class more of hands-on, with their discussions and group sessions. I am much honored that I was selected. – Linda Sparks

I have really enjoyed the class. It has been a great learning experience for me, and I think the class will help me to better perform my job duties. The teachers are excellent. – Joann Nolan

I feel like this is one of the most informative and best tools for anyone to obtain. I have already learned so much and am looking forward to learning more in the months to come. This certainly gives employability a whole new meaning in the way of structure and direction. I would encourage anyone to take this opportunity. – Marsha Landin

I have learned so much in this class. I have put into practice skills like attending, listening and eye contact. I am amazed how my clients have opened up and responded to me. I have also found out about so many resources on the internet. I would recommend this class to case managers – it opens doors for you and your clients. – Sidney Castle

The GCDF Training is a wonderful opportunity. It is making me more aware of what I need to know to serve my clients the best that I can. I feel more professional. I appreciate this opportunity in my career to better myself. – Becky Tackett

Global Career Development Facilitator Training Application

Name: _____

Agency: _____

Business Mailing Address (street, city, state, zip): _____

Home Mailing Address (street, city, state, zip): _____

E-mail: _____

Business Phone: _____ Fax: _____ Home Phone: _____

Cell Phone: _____

Education (List all education beyond high school, including degrees earned, institutions attended; and field(s) of study):

Professional Development (List all continuing education hours and training you have had in the past five years):

Awards/Honors (List awards or recognition you have received):

Community/Civic Involvement/Volunteer Work:

NOTE: Please include a resume with your application packet along with a personal statement of one page or less outlining why you would like to obtain the GCDF certification and how you intend to use the training, as well as any other relevant information.

I understand that if selected to attend the Global Career Development Facilitator training, I am committed to attending all of the training sessions and being an active participant. This is a one-year commitment that will require travel and homework. I further understand that I will be responsible for my own travel and will not be reimbursed for my time.

Name

Date

If the applicant is selected to attend the GCDF training, I will fully support this endeavor, and I agree to accommodate some time away from work for the applicant. I also agree to provide three hours paid leave on each Friday afternoon that class is in session. I further attest that the applicant and I have agreed to a pay increase upon his/her receiving the GCDF credential that is within the limits which EKCEP will support and that will meet the minimum standard annual salary for a GCDF-credentialed individual for all EKCEP contractors.

Agency Director

Date

E-mail or mail completed application packet by May 23, 2008 to:

EKCEP, Inc.
Janie Hackney
941 N. Main Street
Hazard, KY 41701

Phone: 606-436-5751

e-mail: jhackney@ekcep.org