CREDENTIALING OF CAREER PROFESSIONALS
What’s out there? What can I do?

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All Ohio Counselors’ Conference
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WHY SEEK CREDENTIALS?

- Why is credentialing important?
  - Proves to public (consumers) and employers that professional and/or counselor has met national standards set by the profession
    - National Board for Certified Counselors certifies School Counselors, Mental Health Counselors, Addictions Counselors,
    - NCDA offers Master Career Counselor, Master Career Dev. Prof.
  - Not a license – but can assist a counselor/professional to gain licensure in some states (NCC, GCDF, etc.)
  - National certification travels with you wherever you go – state to state, and outside of the U.S.
Why credentialing is important...

- Advances your professional accountability and visibility
- Ensures a national standard developed by counselors, and professionals, not legislators
- Some organizations offer liability insurance if needed at bargain rates.
- Most credentialing organizations allow online access to verification of national certification through a registry
- Credentialing Org. can help generate potential clients through member referral lists
COUNSELING & COACHING

- Coaching or counseling – what’s the difference?
- Which best serves client?
- Be aware of regulations for counseling &/or coaching services
- Services which cross state lines or are conducted on internet or via email may be regulated – need to be aware
COUNSELING

- Requires at least Master’s degree to use counselor in title
- Each state regulates the requirements for licensure
  - Number of supervised hours for practicum/internship
  - State oversees ethics and laws violations
  - Areas of competence and educational requirements spelled out
- NBCC is the national organization that oversees credentialing of counseling programs –
  - CACREP (Council for Accreditation of Counseling and Related Educational Programs)
    - is arm of NBCC to accredit counseling programs
    - Supplies state test for new grads/new applicants to be counselors (NCE)
Licensure & Certification

- Counselor licensure (school/mental health)
  - All 50 states now have licensure for counselors
    - OH – also marriage & family therapists
  - Can also qualify for national certification (NCC) if grad. from CACREP accredited program (school and community)

- Coaching certifications
  - Not standardized yet
  - No state regulations
  - Cost/benefit
COACHING

Coaching Training /Resources

- Cost of training varies widely
- Fees range from $8500 - $200+
COACHING

*Coaching Organizations

- International Coach Federation
- Coaches Training Institute
- Career Coach Academy
- Career Coach Institute
- Career Planning & Adult Development Network
- Career Management Alliance™
- Career Directors International
- Life Purpose Institute
- Professional Association of Resume Writers & Career Coaches
- Reach™ Communications

* partial list
COACHING

*ICF Coaching Competencies

- SETTING THE FOUNDATION
  - MEETING ETHICAL GUIDELINES AND PROFESSIONAL STANDARDS
  - ESTABLISHING THE COACHING AGREEMENT

- CO-CREATING THE RELATIONSHIP
  - ESTABLISHING TRUST AND INTIMACY WITH THE CLIENT
  - COACHING PRESENCE

*International Coaching Federation
ICF Coaching Competencies – cont’d

- COMMUNICATING EFFECTIVELY
  - ACTIVE LISTENING
  - POWERFUL QUESTIONING
  - DIRECT COMMUNICATION

- FACILITATING LEARNING & RESULTS
  - CREATING AWARENESS
  - DESIGNING ACTIONS
  - PLANNING AND GOAL SETTING
  - MANAGING PROGRESS AND ACCOUNTABILITY
GCDF and DCF Designations
Global Career Development Facilitator (GCDF) Roles:

- Professional and Leadership Development Trainers
- Outplacement Consultants
- Career Services Counselors
- Employment Counselors
- Career Coaches
GCDF Organizational Settings:

- Federal and State Government Agencies
- Not-for-profit
- Private Practice
- Corporations
- Colleges and Universities
- Community Colleges
- Vocational Schools and Career Centers
Benefits of GCDF:

- A National / Portable Certification
- A Marketable Certification
- Professional Recognition
- Clarification of Scope and Practice
What will I learn?

- Career resources and labor market information
- Career planning processes
- Basic helping and facilitation skills
- Career development models and theories
- Informal and formal assessment approaches
- Diversity and specific population needs
- Development and maintenance of an effective career resource center
- Training others and program promotion
- Case management and referral skills
- Ethical and scope-of-practice issues
- Professional and resource portfolios
- Cutting-edge job searching
- and more . . .!
GCDF Credential Requirements:

- Complete at least 120 hours of training based on a curriculum infused with general and country-specific activities.

- Engage in continuing education activities to remain abreast of current information in the career development field – 75 CEUs within first 5 years.
12 Certification Topics and Demonstrated Behaviors:

•**Helping Skills** – Ex:
  Explain how trust is built in a helping relationship.
  Identify five barriers to career decision making.

•**Labor Market Information and Resources** – Ex:
  Identify at least four sources of career information both gov. & non-government
  Comprehend differences between percentage of growth & numerical job opening
Topics and Behaviors Continued:

**Assessment** – Ex:
- Explain importance of bias in selecting an appropriate instrument
- Define reliability for an assessment instrument

**Diverse Populations** – Ex:
- Define following terms: race, ethnicity, minority
- Be aware of one’s personal attitudes towards diverse work groups

**Employability Skills** – Ex:
- Define the activities involved in successful networking.
- List what potential employers look for in an interview.

**Training Clients and Peers** – Ex:
- Identify three useful strategies for effectively managing the difficult training participant.
- Name three leading ways that adults learn best


**Topics and Behaviors Continued:**

**Program Management/Implementation** - Ex:
Understand that career development programs could be delivered to clients in group settings.
Give at least two examples of group settings.

**Promotion and Public Relations** - Ex:
Understand the importance of self-advocacy.
List five promotion activities.

**Technology** - Ex:
Identify at least two public, & two private service areas where computer-assisted career development programs exist.

**Supervision** - Ex:
Define the population with which a global career development facilitator works.
Completion of an approved 120 hour training seminar, plus:

<table>
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<th>EDUCATION</th>
<th>EXPERIENCE</th>
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<tbody>
<tr>
<td>Graduate Degree</td>
<td>plus 1400 hours</td>
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<tr>
<td>Bachelor Degree</td>
<td>Plus 2800 hours</td>
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<tr>
<td>Associate Degree</td>
<td>Plus 4200 hours</td>
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<tr>
<td>High School Diploma</td>
<td>Plus 5600 hours</td>
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* Center for Credentialing and Education
Distance Credentialed Facilitator (DCF)

The DCF credential sets the standard in the evolving practice of distance facilitation,

• designating individuals who have completed the ReadyMinds Training Program and

• met the requirements set forth by the Center for Credentialing and Education, Inc. (CCE).

Distance facilitation practice is recognized as a valid and valuable approach to helping clients and staff.
Distance Credentialed Facilitators may serve as:

Career center staff
Career coaches
Career development case managers
Career group facilitators
Employment/placement specialists
Human resource personnel
Intake interviewers
Job search trainers
Life coaches
Mentors
Social services personnel
Occupational and labor market information resource persons
Workforce development personnel and others
Course Competencies Include:

- Historical perspectives and orientation
- Appropriate resources
- Life development theories (career related content cited as example)
- Planning strategies
- The DCF process
- Use of technology
- Assessment via distance
- Distance communications
- Ethical and legal guidelines
- Consultation and support strategies
Be fully certified in good standing as a GCDF
-OR-
Hold a Bachelor’s Degree or higher.

*Although a Bachelor’s degree is accepted to participate in the training course, in order to obtain the DCF credential, applicants must be FULLY certified as a GCDF OR hold a Master’s degree in a helping professional field from a regionally accredited college or university, have successfully completed a graduate level career development course, and be able to document 2,000 hours of career development or related experience.

PLUS – 40-hour online course accessed through ReadyMinds.com

* Center for Credentialing and Education
ORGANIZATIONS & RESOURCES
ORGANIZATIONS & RESOURCES

National Career Development Association (NCDA)

www.ncda.org

- Career Counseling Competencies
- Multi-Cultural Career Counseling Competencies
- Self-Assessment Instruments
- Career Development Process
- Occupational Information
- Master Career Counselor & Master Career Development Professional credentials
ORGANIZATIONS & RESOURCES

Ohio Career Development Association (OCDA)
www.ocdaonline.org

- State Division of NCDA
- 148 *Members
- Professional - 92 - Master’s degree or higher in counseling or a closely related field
- Associate - 17 - Interest in career development, but hold no counseling credential
- Student - 20 - Currently enrolled in a Master of Counseling or closely related program

*Retired, Honorary, Lifetime members not listed
National Board for Certified Counselors (NBCC)

www.nbcc.org

- Code of Ethics
- Licensure listed state by state
- National Certified Counselor (NCC)
- Global Career Development Facilitator (GCDF)
ORGANIZATIONS & RESOURCES

NBCC – con’td

• Distance Credentialed Counselor (DCC)
• Distance Credentialed Facilitator (DCF)
• National Certified School Counselor Credential (NCC/NCSC)
  • Option 1 – counselors NOT state certified/licensed as a school counselor
  • Option 2 – counselors who ARE state certified/licensed as a school counselor
• National Clinical Mental Health Counselor (CCMHC)
• Master Addiction Counselor (MAC)
ORGANIZATIONS & RESOURCES

Center for Credentialing & Education (CCE)
http://cce-global.org/credentials-offered

- Global Career Development Facilitator
- Distance Credentialed Counselor
- Distance Credentialed Facilitator
- Approved Clinical Supervisor
- Human Services Board Certified Practitioner
ORGANIZATIONS & RESOURCES

American Counseling Association (ACA)

www.counseling.org

- Private Practice Pointers
- ACA Insurance Trust Liability Insurance
- 19 Divisions – including NCDA
American Psychological Association (APA)  
www.apa.org

• Division 17: Counseling Psychology  
  • Section: Vocational Psychology

  purpose: Society for Vocational Psychology is to encourage, promote, and facilitate contributions to research, teaching, practice, and public interest in vocational psychology and career interventions.

• Can be a member of Vocation Psych Section without joining APA!
• For additional information, visit:  www.div17.org/vocpsych/
ORGANIZATIONS & RESOURCES

National Association of Colleges & Employers (NACE)
www.naceweb.org

• Research/statistics related to college-age career issues
• Career Coaching Intensive Workshop
• Jobwire - an online, free system for jobs in university career services + more
NCDA CAREER COUNSELOR EDUCATION DIRECTORY 2009-2010

NCDA Recognizes Excellence in Career Counseling Training

- eight * institutions offer graduate level career counseling degree programs that have been approved by the Council for the Accreditation of Counseling and Related Educational Programs (CACREP). NCDA website, “Directories”, 11/09

1. California State University Northridge
2. San Francisco State University
3. Colorado State University
4. Florida State University
5. University of South Florida
6. University of Missouri St Louis
7. California State University Sacramento
8. North Carolina Central University
9. *CACREP also lists Northern Illinois University in their recent directory