

**Global Career Development Facilitator (GCDF)**

**2017 Certification Training**

**Information Packet**

**Official Information Packet released on October 13, 2016**

# **PART ONE: THE BENEFIT OF CAREER SPAN’S GCDF TRAINING COURSE**

**Today’s 21st century world of work is a turbulent yet exciting place to navigate through mazes of career choices, emerging trends and challenging job search methods. Finding satisfying work and obtaining employment for today’s job seeker is a daunting task. The Global Career Development Facilitator (GCDF) credential ensures the career advisor has attained a standard of excellence and professionalism. The knowledge, tools and techniques learned help the GCDF career professional assist students and adults in the facilitation and discovery of successful career decision-making strategies and effective job search methodologies.**

**Training benefits for a career professional include:**

* **A nationally recognized career credential (over 18,000 worldwide)**
* **A marketable certification**
* **Hands-on opportunities to learn and practice career advising techniques**
* **Class instructions by private practice career counselor**
* **Effective job search tools to help your client find employment**
* **Effective processes to help a person choose or consider career options**
* **A strong base of core competencies that will help people you serve experience successful outcomes**
* **A diverse group of colleagues will join you in obtaining the credential building a network of career professionals representing business, education and workforce development.**

**TO LEARN MORE ABOUT THIS IMPORTANT CREDENTIAL FOR THE 21ST CENTURY WORKPLACE, CLICK HERE: http://www.ncda.org/aws/NCDA/pt/sp/facilitator\_overview**

**Our nationally approved training curriculum**

Career Span, Inc. has trained over 100 career professionals representing education and workforce development. Our training is based upon the nationally approved GCDF curriculum***, Intersection: Where Career Theory, Models and Resources Converge (2016)****.* This curriculum is *c*o-authored and developed by Career Span’s certified instructors, Carla Hunter and Caroline Francis. The twelve core competencies of the GCDF credential are studied and interwoven throughout the course of the training.

**Training options**

Our typical training modules consists of eleven face-to-face training lasting eight hours each class day from 9am to 5pm. The teaching modality includes the application of theoretical principles and models that have been successfully implemented in our private practice with clients and shared in classroom instruction. There are 88 hours of face-to-face class instruction with a minimum of 32 hours of outside homework required. Combined instruction and homework must total 120 hours to complete the training as mandated by the Center for Credentialing and Education. This is a rigorous training.

**Option 1- Career Span, Inc. will offer the GCDF credential training an organization’s staff on site for a minimum of ten persons.**

**Option 2- If you are seeking the GCDF credential as a professional on your own, please contact us to place you in our database for an upcoming class. When we have ten professionals seeking the training in Lexington, KY we will host the training and determine the course days of instruction.**

**Location and time**

Career Span, Inc. is very flexible with our training times. We have offered the GCDF training with monthly classes, weekly classes and recently completed an accelerated course.

We are flexible!!!

**Course Topics**

Training #1 **“Introduction to Becoming a GCDF Helper”**

Training #2 **“Helping Relationships”**

Training #3 **“Ethics and Legal Issues”**

Training #4 **“Career Theory and Models”**

Training #5 **“Employability Skills”**

Training #6 **“Diverse Populations”**

Training #7 **“Labor Market Information and Resources”**

Training #8 **“Career Assessments and Technology”**

Training #9 **“Job Seeking Strategies”**

Training #10 **“Program Implementation, Consultation, Promotion and Public Relations”**

Training #11 **“ Training Clients and Peers”**

**GCDF certification requirements**

The Center for Credentialing and Education has specified requirements for each student to earn the GCDF credential including work experience and education. This training is part of the process of becoming a certified GCDF professional. Our curriculum meets the standards and is approved for the 120 hours of core competency training.

To learn additional information you can also visit the Center for Credentialing and Education website about the GCDF credential:

<http://www.cce-global.org/GCDF>

**Training expectations**

As soon as a student enrolls in the class, a welcome letter and information will be sent via e-mail. This correspondence includes:

* The 2017 Syllabus (subject to change)
* Your homework assignment for the first training
* The *Getting to Know You* information page to complete for your supervisor

Each student is expected to attend all classes. There will be no make-up classes unless inclement weather occurs.

**The 2017 training fee and policies**

Career Span’s certified GCDF 2017 training fee includes:

* All class materials, binder and resources
* Direct supervision, coaching and feedback from an assigned instructor/supervisor

**Note: The training fee does NOT include lunch expenses on training days.**

The 2017 training fee is $2,500.00 per person (minimum of ten students).

**Please note**: ALL GCDF training fees are non-refundable. Another professional may be substituted in a student’s place if registered by the second training date for no additional cost.

After the second training, class will be closed to new or additional students.

Please call Career Span, Inc. today for more information at 859-608-9756.