

**Global Career Development Facilitator (GCDF)**

**2018 Certification Training**

**Information Packet**

**Official Information Packet released on February 5, 2018**

**Updated packet revised Tuesday, May 22, 2018 includes schedule, date, time and location of Central Kentucky GCDF Training starting August 10 through December 14. Strict deadline to apply is August 3rd.**

# **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 the maze 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 you as a career professional will attain a standard of excellence and professionalism in the way you service students in their career journey.**

**The knowledge, tools and techniques you learn in the GCDF training will equip you as a career professional to effectively assist students and adults in the facilitation and discovery of successful career decision-making processes.**

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

* **A nationally recognized career credential (over 18,000 worldwide)**
* **A marketable certification across the globe**
* **Hands-on opportunities to learn and practice career advising techniques**
* **Class instruction and training by a private practice career counselor**
* **Effective job search tools to help your client find meaningful employment**
* **Effective processes to help a person choose or consider career options**
* **A strong base of core competencies that will help the clients you serve experience successful outcomes**
* **A diverse group of colleagues will join you in obtaining the credential and establishing a supportive network**
* **A strong emphasis on understanding the constantly changing job market and how to adapt**

**TO LEARN MORE ABOUT THIS IMPORTANT CREDENTIAL FOR THE 21ST CENTURY WORKPLACE, CLICK HERE:**

[**http://www.cce-global.org/Credentialing/GCDF**](http://www.cce-global.org/Credentialing/GCDF)

**Our nationally approved training curriculum**

Career Span, Inc. has trained over 120 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 (2018)****.* This curriculum was originally *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. Each year the curriculum is updated to address the current changes in the job search, labor market information and employability skills of our clients.

**Official Training Dates, Time and Location for Central Kentucky**

Our training modules consist of ten face-to-face training days 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 private practice with clients and shared in classroom instruction. There are 80 hours of face-to-face instruction with a minimum of 40 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.

**Location and time**

Career Span, Inc. in collaboration with Berea College and the Lewis Honors College at the University of Kentucky is providing a GCDF live training class beginning August 10, 2018 and ending on December 14, 2018. Each day starts at 9:00am and finishes at 5:00pm.

**Course Topics**

**Training #1 “Introduction to Becoming a GCDF Professional: Diving Into The 12 Competency Areas”**

**Date: August 10, 2018**

**Time: 9am to 5pm**

**Location: Lewis Honors College at the University of Kentucky**

**Training #2 “Helping Skills”**

**Date: September 7, 2018**

**Time: 9am to 5pm**

**Location: Berea College Career Center**

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

**Date: September 14, 2018**

**Time: 9am to 5pm**

**Location: Berea College Career Center**

**Training #4 “Career Development Models”**

**Date: October 5, 2018**

**Time: 9am to 5pm**

**Location: Lewis Honors College**

**Training #5 “Employability Skills & Training Clients and Peers”**

**Date: October 19, 2018**

**Time: 9am to 5pm**

**Location: Lewis Honors College**

**Training #6 “Diverse Populations & Program Management/ Implementation”**

**Date: November 2, 2018**

**Time: 9am to 5pm**

**Location: Berea College Career Center**

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

**Date: November 9, 2018**

**Time: 9am to 5pm**

**Location: Berea College Career Center**

**Training #8 “Assessments & Technology”**

**Date: November 30, 2018**

**Time: 9am to 5pm**

**Location: Berea College Career Center**

**Training #9 “Effective Job Seeking Strategies for Clients”**

**Date: December 7, 2018**

**Time: 9am to 5pm**

**Location: Lewis Honors College at UK**

**Training #10 “The GCDF: Promotion and Public Relations of Your Credential, Services and Program”**

**Date: December 14, 2018**

**Time: 9am to 5pm**

**Location: Lewis Honors College at UK**

**Please note:**

**Due to the unforeseen possibility of trainees not attending to emergency, there is a provisional Training Float Day on Friday January 4, 2019 in case one or more miss the training days due to an unanticipated event.**

**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 including home work hours.

To learn additional information you can also visit the Center for Credentialing and Education website about this global credential in more than 15 countries.

The Global Career Development Facilitator (GCDF) credential:

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

**Training expectations**

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

* The 2018 Syllabus (subject to change)
* Your homework assignment for the first training
* The *Getting to Know You* information page to complete for your trainer
* A list of career books and articles to read during your 40 hours of homework

Please note: Each student is required to attend all classes for a live training certification.

**The 2018 training fee and policies**

Career Span’s certified GCDF 2018 training fee of $2500.00 includes:

* All class materials and resources
* A minimum of two hours of direct supervision, coaching and feedback from your trainer as the course progresses. The instructor will provide one-on-one feedback after the 5th session and again within one month of the training completion. Individual appointment times TBD.

**Note: The training fee does NOT include lunch expenses on training days. We can brown bag the first training and determine our plans from there (potluck, etc., take-out).**

The 2018 training fee is $2,500.00 per person due by no later than August 3, 2018.

**Please note**: ALL GCDF training fees are non-refundable. Another professional may be substituted 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.

Next steps:

If you want to register for the training, please contact Carla Hunter at 859-608-9756.

Career Span, Inc. will send you a prompt invoice for payment. Checks are preferred. How ever if a credit card is used such a square, the extra processing fees will also be included in your final invoice and payment.

**Thank you for considering this opportunity.**