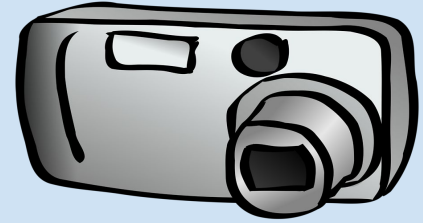


Roles & Expectations of a Career Development Facilitator: A Countywide Perspective

Jennifer Kerbrat - Novi Community School District
Jennifer Kluesner - Oakland Schools ISD

Snapshot of Oakland Schools



Oakland County - 28 School Districts & 4 Technical
Campuses

We provide Career Cruising to 66 High Schools and
69 Middle Schools

83% of students completing EDPs (7th -12th)

Looking Back

Purchasing Career Cruising for districts since 2005

Four Career Outreach District Coordinators (ISD)

Supported districts with implementation of the Career
Development Framework



Where Are We Now?

Continue to purchase Career Cruising for districts

One Career Development Consultant (ISD)

Five Career Development Practitioner Meetings/Yr to support
EDP process/Career & College Readiness



Implementing MI Bright Future

Where Are We Going?

Alignment to [MI Career Pathway Alliance](#)

K-12 Experiences for:

- Students
- Teachers
- Counselors
- Parents



Examples of K-12 Experiences

- Company Tours/[Manufacturing Day](#)
- Teachers in Industry
- Teacher/Counselor Externship
- Post-Secondary Pathway Options - Professional Learning for Counselors
- Career Night at our Technical Campuses
- Family Engineering Nights
- STEM Summer Camp (MS)



Career Development Facilitator

- A **Career Development Facilitator** (CDF) is a person who works in any **career development** setting or who incorporates **career development** information or skills in their work with students, adults, clients, employees, or the public.
- A **Global Career Development Facilitator** (GCDF) is a person who is a credential holder who is trained to help people, both individually and in a group setting, make informed decisions when considering their own **career development**.



How do I become a Career Development Facilitator?

- The National Career Development Association (NCDA) provides a list of training classes and instructors on their website (NCDA.org)
 - **Online, face to face or hybrid delivery**
 - Facilitating Career Development instructors have an extensive background in career counseling or planning and all of the GCDF Competencies. In addition, they have worked, taught, or trained in a variety of settings.



NCDCA Credentials

- [**Certified Career Services Provider™ \(CCSP\)**](#) – a credential for individuals from an array of backgrounds, to deliver services and demonstrate core competency in the field of career services.
- [**Certified Master of Career Services™ \(CMCS\)**](#) – a new professional credential intended to recognize the contributions of non-counselors who have mastered a variety of roles within the field of career services.
- [**Certified Career Counselor™ \(CCC\)**](#) – the new standard of professional excellence for individuals trained as counselors, who will specialize in the delivery of career counseling services
- [**Certified Clinical Supervisor of Career Counseling™ \(CCSCC\)**](#) – a new professional credential to recognize the contributions of individuals who serve as clinical supervisors to career counselors and other practitioners who provide career services
- [**Certified Career Counselor Educator™ \(CCCE\)**](#) – a new professional credential intended to recognize the contributions of individuals whose primary focus is on the training of new counselors who will specialize in the field of career counseling
- *******[**Certified School Career Development Advisor \(CSCDA\)**](#) - this credential is intended for providers who work in the K-12 sector (children and youth ages 5 – 18) and work to ensure students are prepared for meaningful work and high-demand careers. Individuals will work with other staff to coordinate the design, implementation, and monitoring of school and community based efforts to improve the chances of students entering the job market with skills, knowledge, and credentials to be competitive

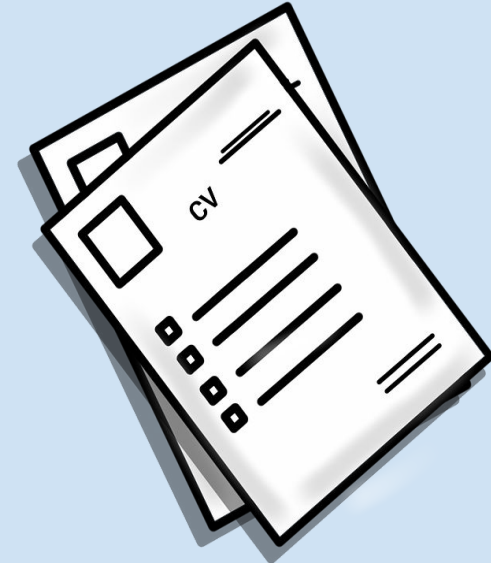
CDF Roles and Responsibilities

- Each school district in Oakland County defines the roles and responsibilities for the CDF. One main focus is to assist students in creating and updating Educational Development Plans (EDP's) using [Career Cruising](#).
- [Oakland Schools EDP Grade Level Standards](#)



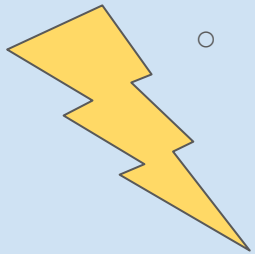
CDF Roles and Responsibilities continued...

- Additional responsibilities can include:
 - Career Planning
 - Job Shadow/ Internship Placement - [MiBrightFuture](#)
 - College Planning
 - Financial Aid and Scholarship
 - Resume & Cover Letter Writing
 - Mock Interviews
 - Guest Speakers, Field Trips and Activity Days
 - Support School Counselors

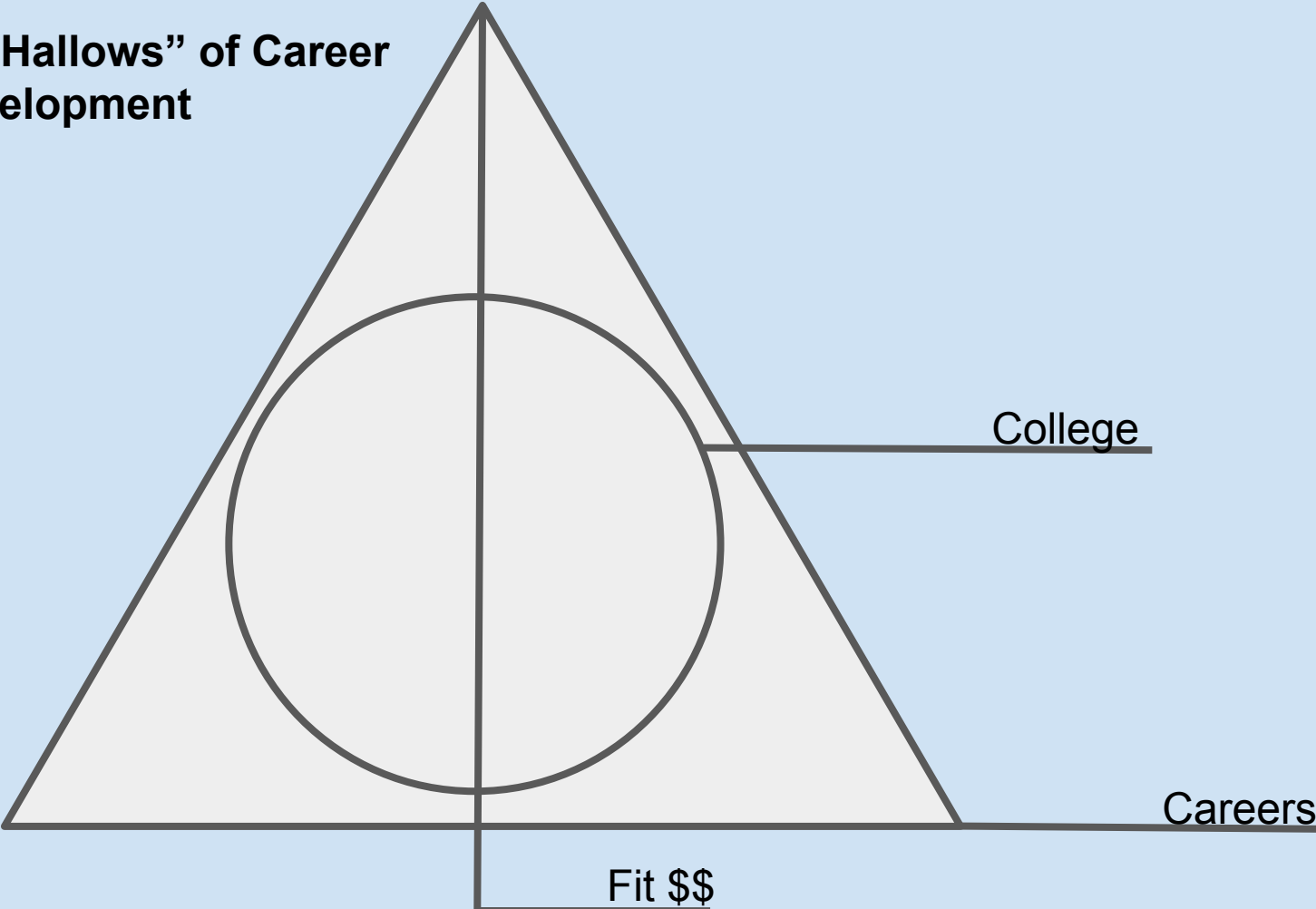


CDF Student Engagement

- How do we work with students?
 - Large groups, small groups or one-on-one
 - Referrals by counselors, teachers, parents or other students
 - Working inside classrooms to give extra support on career objectives/activities/IEPs
 - Gaining trust with honesty, consistency and follow-up
 - **How Harry Potter made its way in Career Development...**



“The Deathly Hallows” of Career Development



College

Careers

Fit \$\$

Summing Up...

1. Oakland County Students benefit from a countywide Career Development/EDP System
2. The MI Career Pathway Alliance brings Career Development and EDPs to the forefront of services we provide to students & prioritizes focused attention on career exploration & outlook, career readiness, and post-secondary planning
3. The recommendation to support districts in the hiring of Career Development Facilitators (MI Career Pathway Alliance) increases the need for NCDA Certifications





Jennifer Kluesner
Oakland Schools

Jennifer.Kluesner@oakland.k12.mi.us

248-209-2215

Jennifer Kerbrat
Novi High School

Jennifer.Kerbrat@novik12.org

248-449-1500 ext 5235

Oakland Schools EDP Evidence Standards 2017-2018

7th grade	8th grade	9th grade
Complete Profile Learning Styles Inventory Hobbies and Interests	Update Profile Matchmaker Identify two Career Pathways of interest Two short term goals Two long term goals 9th grade course plan	Update Profile Review/update Career Pathways Identify two careers of interest Add one or more short term goals Add one or more long term goals Post-Secondary Plan (Career Goals) 10th grade course plan
10th grade	11th grade	12th grade
Update Profile Matchmaker Review/update Career Pathways Identify two additional careers of interest Add one or more short term goals Add one or more long term goals Post-Secondary Plan (Educational Goals) 11th grade course plan	Update Profile Review/update Career Pathways Identify 1-2 schools of interest Add one or more short term goals Add one or more long term goals Post-Secondary Plan (Financial Plans) 12th grade course plan	Update Profile Review/update Career Pathways Add one or more short term goals Add one or more long term goals Review/update post-secondary plan
Recommended Activities	Helpful Information	Additional Reminders
Update My Activities/My Experiences annually MI Bright Future - Ask a Career Coach My Scholarships & Financial Aid Complete or update resume and upload in CC	MI Bright Future Career Clusters	Inform students of CTE opportunities Parent Endorsement (Parent Portal) Introduce Career Clusters

My Personal Coat of Arms

Write **one word** in each square to represent the following:

1. What you like about yourself
2. Your greatest achievement
3. Your most prized possession
4. What you value most in life
5. Your favorite activity
6. Two words to be remembered by
7. Enter your name at the bottom

