**NCDA COMMITTEE REPORT**

**TRAINING & EDUCATION COUNCIL (TEC)**

**September 1, 2024**

**Council Chair:** Chair - Kelly Pierce, [kpierce@nd.gov](mailto:kpierce@nd.gov); Chair-Elect - Pamela Ehlers, pam.ehlers@okstate.edu

**Council Members:** Mark Danaher, Keri Aaver, Craig Ratzlaff, Edna Davoudi, Craig Bryant

**Board Liaison:** Jim Peacock

**Committee Activities to Date:**

* **FCD Instructor and Student Manual Update –** The NCDA FCD Student and Instructor Manual revision was finalized and distributed to all members of the NCDA FCD Instructor Registry beginning in early December. The new 5th Edition of the curriculum has received many positive comments. The new curriculum is now available in both hard copy and electronic copy on the NCDA Career Resource Store.
* **School Career Development Advisor** – The New SCDA Curriculum project is now complete. Existing SCDA Instructors were updated on the new curriculum and are currently teaching SCDA courses. Several new SCDA Instructors have been trained and are also offering SCDA courses. We have received multiple inquiries about the SCDA training program from those working with K-12 students in the United States. We’ve also received multiple inquiries from other countries about the possibility of implementing the SCDA training.
* **Quarterly webinars for FCD-I**: Chapter 12 Best Practices was January 24 and Chapter 13 Best Practices webinar was April 24. Attendance has been excellent at these webinars. All previous webinars are on the NCDA instructor site for viewing on-demand. Best Practices webinars will continue throughout the fall.
* **Certified Clinical Supervisor of Career Counseling (CCSCC) –** An RFP for updating this curriculum was released to NCDA membership. The TEC has discussed the future of the training/credential process and work continues with the Credentialling Commission (TEC-CC Work Group) to streamline the processes through which members access the credential (or become trainers of the curriculum for that credential). We believe the updated curriculum can be more inclusive and cater to a broader audience of members if we focus on the supervision of career professionals in settings that do not require clinical counseling skills (higher education, workforce centers, etc.) The RFP was released October 1 and the project is scheduled to be completed in 2025. **UPDATE:** The new editors were selected and have begun the process of updating the curriculum. Proposals were reviewed in accordance with TEC Policies and Procedures. Dr. Tina Peterman and Dr. Brian Hutchison were selected as the newest editors.
* **TEC participating in volunteer activity during conference.** TEC members monitored the FCD exhibit table during the 2024 NCDA Global Conference. TEC members have provided coverage at this table for previous conferences. This is a tremendous opportunity for TEC members to discuss the NCDA Training Programs with conference attendees. TEC members also conducted a CCSP networking meeting and an FCDI/MT meeting.
* **NCDA Collaboration with Mathematica.** NCDA in collaboration with Mathematica is currently in stage 2 of this FCD Pilot Training. The training has been conducted by Jim Peacock, Mark Danaher and Windie Wilson. The study is reviewing the effectiveness of Career Navigators that receive the FCD training to improve their skills in working with adult learners. The pilot project will continue through early 2025**. UPDATE:** The project is ongoing.
* **On-going Collaboration and Discussions**. Numerous discussions have taken place with organizations/companies, in the U.S. and abroad, desiring to expand their career development opportunities. These ongoing discussions have led the TEC to discuss the many aspects of working in an international market. We will continue to discuss but anticipate requesting Board approval for International TEC members or international colleagues to assist in the important NCDA training program work that continues worldwide.
* **NCDA Handbooks for all NCDA Training Programs.** The TEC spent considerable time reviewing the NCDA FCD Preceptor Master Trainer, Master Trainer, Instructor Training and Instructor Handbook during their 2024 spring meeting. The newly reorganized and updated FCD handbook will serve as a blueprint for the SCDA and the Career Practitioner Supervision handbook. The updates bring consistent processes and language to the NCDA training programs which is important for quality control.

**Projected Plan or Work**

* Develop plan to market the FCD Curriculum and Credentialing process – particularly in the international market. The TEC requests funding to attend and exhibit at several industry conferences. Suggestions and pricing for conferences are included as an attachment to this report. The TEC requests at least one TEC representative; at least one NCDA Credentialing Commission representative; and one NCDA staff member to attend the conference and work the exhibit booth.
* Continue working with the editors of the Career Practitioner Supervision Training Program.
* Continue the update of the FCD and SCDA website. The update will include a better organized method for locating FCD and SCDA Instructors located in the United States as well as international instructors and master trainers. The update will require assistance from TCS Software.
* Explore development of partnerships with affiliate programs to promote training programs.