

## National Career Development Association (NCDA) CAREER DEVELOPMENT FACILITATOR TRAINING

**Fall 2014—Oakland County**

**5 Saturday class sessions + Online and DVD**

**Sept 27, Oct 11, Nov 1, Nov 22, and Dec 13, 2014**

**MSU Management Education Center | 811 W Square Lake Rd | Troy**

**9:00 am — 4:30 pm**



**Career Development  
Facilitator**

- National Career Development Association's certificate program is an extensive and relevant 120-hour training ([www.ncda.org](http://www.ncda.org)).
- Designed for career service providers in workforce development, training, government and non-profit agencies, schools, universities, business and industry.
- The curriculum is delivered via a hybrid format which includes class sessions, online and DVD formats for a total of 120 instructional hours.

### Topics

Case management and referral skills • Career development models • Working with client realities and developmental needs • Basic helping and facilitation skills • Assessment, formal/informal • Matching individuals to job requirements • Diversity and specific population needs • Marketing programs and services, and maintaining an effective center • Ethics • and more

### Non-Credit, Continuing Education Hours

National Board for Certified Counselors authorize  
12 NBCC CEUs (120 hours)

### CDF Certificate Program Cost is \$1,065

(includes binder, student manual, DVD and assessments)

### Registration information at [oakland.edu/pd/cdf](http://oakland.edu/pd/cdf)

**Dan Arnold, Program Site Coordinator**

Professional Development and Education Outreach

School of Education & Human Services

(586) 226-8462 | [arnold23@oakland.edu](mailto:arnold23@oakland.edu) | [oakland.edu/pd](http://oakland.edu/pd)



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**Karen Reiff, LPC, MCC, GCDF, JCTC, Instructor** has been a career counselor, instructional designer, trainer, internship coordinator and experiential learning director during her tenure in the career guidance field. She is a member of NCDA, American School Counselor Association, National Association of Workforce Development Professionals and Career Development Network.