**NCDA COMMITTEE REPORT**

**TRAINING & EDUCATION COUNCIL (TEC)**

**March 15, 2025**

**Council Chair:** Chair – Pamela Ehlers, [pam.ehlers@okstate.edu](mailto:pam.ehlers@okstate.edu); Keri Aaver, keri@careerwiseconsulting.com, Chair-Elect -

**Council Members:** Kelly Pierce, Rhonda Norman, Melyssa Harrison, Craig Ratzlaff, Edna Davoudi, Craig Bryant

**Board Liaison:** Bret Anderson

**Committee Activities to Date:**

* **FCD Instructor and Student Manual Update –** FCD Instructor are facing challenges and difficulties with Module 6 of the FCD Training Program due to the new administration’s position on Diversity, Equity and Inclusion, Module 6 has been temporarily removed from the FCD curriculum. The TEC and Board will continue to monitor the national climate to determine when to place the module back into the curriculum.
* **RFP to be released –** In response to the removal of Module 6, the TEC is releasing an RFP seeking writers to develop a new module to focus on how we provide career services to all. The new module will address biases, fostering awareness, sensitivity, empowerment and advocacy for clients. The anticipated completion date for the new module is December 31, 2025.
* **Career Practitioner Supervision Training Program –** 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. 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.

**UPDATE:** This project is nearing completion. The new curriculum will be delivered in March. A Career Practitioner Supervision Training is scheduled for June 16-17 in Atlanta, GA, prior to the start of the 2025 NCDA Global Career Development Conference.

* **TEC members will participate in volunteer activity during conference.** TEC members will manage the NCDA exhibit booth during the 2025 NCDA Global Conference. TEC members have provided coverage at this exhibit booth 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 fall 2024 portion of the training was completed. Unfortunately, the final segment of the training scheduled to take place in mid-March was cancelled due to the elimination of the federal funding for this program.
* **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.

**UPDATE:** The TEC and staff are currently creating the SCDA Handbooks for distribution to Instructors and placement on the SCDA instructor website.

**Projected Plan or Work**

* Identify and select candidates to complete a new module for the FCD Training Program. New module is expected to be completed by December 31, 2025.
* Develop plan to market the FCD Curriculum and Credentialing process – The BOD has approved money for a new NCDA exhibit booth. TEC members and Credentialing Commission members will assist NCDA in staffing exhibit booths at 3 different industries conferences – American Counseling Association, American School Counselor Association and National Association of Workforce Development Professionals. Additional conferences will be added in the new FY.
* Continue working with the editors and graphics designer on the completion of the Career Practitioner Supervision Training Program curriculum
* 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.