

**NCDA**

National Career  
Development  
Association



عضو في مؤسسة قطر  
Member of Qatar Foundation



# FACILITATING CAREER DEVELOPMENT (FCD) TRAINING



# TRAINING SYNOPSIS

**Qatar Career Development Center (QCDC), a member of Qatar foundation, brings to Qatar and the GCC region the internationally reputed National Career Development Association (NCDA)'s Facilitating Career Development (FCD) training, which has been customized to the Qatari and GCC context.**

The FCD training provides individuals with relevant skills and knowledge to assist others in planning careers and obtaining meaningful work. Participants will receive in-depth training in key areas of career development, provided by NCDA-trained and qualified instructors. By acquiring the necessary background knowledge and tools, and upon successful completion of the training, participants will be eligible to apply for the following two internationally recognized credentials:

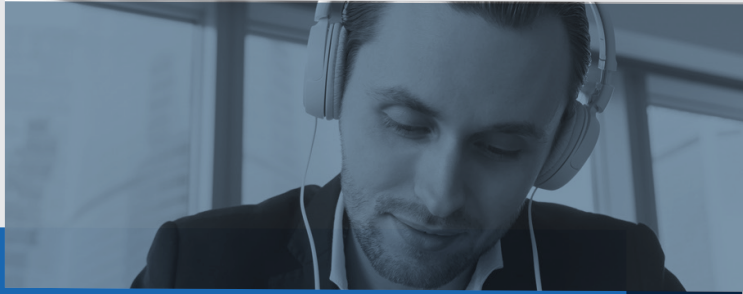
**Certified Career  
Services Provider  
(CCSP) by NCDA**

**Global Career  
Development Facilitator  
(GCDF) by CCE**

# THE FCD CANDIDATES MAY WORK IN A VARIETY OF CAREER DEVELOPMENT SETTINGS,

e.g. as a career group facilitator, job search trainer, career resource center coordinator, career coach, career development case manager, intake interviewer, occupational and labor market information resource person, human resource career development coordinator, employment/placement specialist, or workforce development staff person.

The counseling profession has made great progress in defining professional counseling and career counseling. However, several professional groups recognized that many individuals who are currently providing career assistance are not professional counselors. The Facilitating Career Development training program was developed to define and differentiate two levels of career practice, provide standards, training specifications, and GCDF credentialing for these career providers.



# EXPECTATIONS OF COMMITMENT

The training will be delivered in English virtually via MS Teams, in the form of 22+ instructional hours from **January 10, 2022 to April 25, 2022** with weekly meetings scheduled every Monday from 1-3pm. In between participants are expected to complete required coursework that will take approximately a minimum of 6 hours per week.

**This is an intensive program that includes 160 training hours. To grow their skills, FCD graduates will be eligible to engage in QCDC's mentoring program.**



# WHO SHOULD ATTEND?

FCD participants include professionals with varying levels of education and experience in a career development setting or their work may involve offering career development information or skills to students, adults, clients, employees, or the public. They may either have experience in or desire to enter the field of career development from the following sectors:

- **Secondary or Tertiary Education**
- **Human resources**
- **National talent development/Qatarization**
- **Occupational and labor market information  
(relevant Ministry or Authority)**
- **Workforce development**
- **Private practice**
- **Coaching**
- **Non-for-profit**

The FCD training is available to all citizens and residents from Qatar as well as other GCC and MENA countries.



# OBJECTIVES AND OUTPUTS

**Upon completion of this training, participants will be able to:**

- Use the Internet to identify and use career information resources to assist students with career decision making and to access and interpret employment trends and labor market information.
- Describe and assess how to apply career development theory to practice.
- Demonstrate competence in the understanding, administration, and interpretation of career development assessments.
- Assess participant's areas of strength or weakness relating to career development by utilizing the appropriate assessments.
- Learn and apply criteria to analyze career development programs.
- Apply knowledge and learnings to work as Career Development Facilitators by examining case studies, field work experiences, and text assignments.

# TRAINING CONTENT

Participants will receive training in each of the below 12 career development competencies applicable in international settings, including contextualized resources and examples and applying hands-on and interactive teaching methods suitable for a variety of work settings.

## 01.

Career resources and labor market information

## 02.

Career planning processes

## 03.

Basic helping and facilitation skills

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## 04.

Career development models and theories

## 05.

Informal and formal assessment approaches and validity research

## 06.

Diversity and specific population needs

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## 07.

Development and continuous improvement of an effective career resource center

## 08.

Training others and program promotion

## 09.

Case management and referral skills

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## 10.

Ethical and scope-of-practice issues

## 11.

Professional and resource portfolios

## 12.

Cutting-edge job searching and more ...!

# INSTRUCTORS



**Ms. Effrosyni Parampota, EMC, GCDF-I, CCSP, MInstL, PNLP**

Effrosyni Parampota is one of the first two accredited FCD Instructors in Qatar and the GCC region, working as Senior Career Programs and Services Officer at Qatar Career Development Center.

She has developed key successful initiatives and programs around youth empowerment and career guidance, including a set of professional development programs for career practitioners, and the Career Readiness Program in partnership with TLC and Awsaj Academy for students with mild and moderate learning challenges.

An accredited professional by NCDA and CCE, a professional member of NCDA, IAEVG, APCDA, CDI, the Institute of Leadership & Management, and a former member of APCDA Research Committee and Qatar Entrepreneurship Policy WG, Effrosyni has served in the technical committees of four national forums on career guidance. She has authored and co-authored various publications and delivered numerous presentations that enrich and support career planning practices, as well as influence policymaking within the State of Qatar. She is an alumna of INSEAD and Harvard Kennedy School Executive Education.







**Ms. Paige McDonough, MEd, CCSP**

Paige has over 12 years of experience working in high schools, higher education, and not-for-profit organizations. She has worked in the US, Australia, and currently in Qatar where she serves as a Career Development Officer at Qatar Career Development Center (QCDC). Her focus at QCDC is to deliver programs and initiatives aimed at supporting the career development of youth in Qatar. Previously she served as a Career Advisor for 5 years at the University of Queensland in Brisbane, Australia. She holds a Master's in Education degree in Counseling from the University of St. Thomas in Houston and a Bachelor's degree from the University of Texas at Austin.

# TRAINING OUTLINE



WEEK	DATE	TOPIC & REFERENCE
01	Jan. 10, 2022	Welcome to FCD Training! Introduction: Student Manual
02	Jan. 17, 2022	Developing a Helping Relationship
03	Jan. 24, 2022	Career Development Theory and Its Application
04	Jan. 31, 2022	Assessment in Career Planning
05	Feb. 7, 2022	Ethics and the Career Services Provider
06	Feb. 14, 2022	Career Services for Multicultural Population/Diverse workforce
07	Feb. 21, 2022	Career Development Services for Clients with Disabilities
08	Feb. 28, 2022	Career Information and Technological Resources
09	Mar. 7, 2022	Providing Ethical Online Career Services
10	Mar. 14, 2022	Employability, Job Search & Digital Literacy
11	Mar. 21, 2022	Designing & Implementing Career Planning Services
12	Mar. 28, 2022	Graduation project preparation
13	Apr. 4, 2022	Helping Skills & Groups
14	Apr. 11, 2022	Business Services and Employer Relations
15	Apr. 18, 2022	Career Development Services for K-12 Students
16	Apr. 25, 2022	Graduation & creds

# REGISTRATION AND FEES

You can register for the FCD Training via the Education City App through this link:

**<https://ecapp.educationcity.qa/class/431>**

Please download the Education City App from “App Store” or “Google Play” to open the registration link.



Registration fees for the FCD Training are **QR 9,000** and shall be paid online through the above link. Register by November 20, 2021 to receive early bird rate of **QR 7,000**.

To ensure your participation in the training, please register as soon as possible. Seats are limited and can only be secured by paying the registration fee. To learn more about the FCD Training, please e-mail us at:

**[qcdc@qf.org.qa](mailto:qcdc@qf.org.qa) or contact us on: 44546815**