

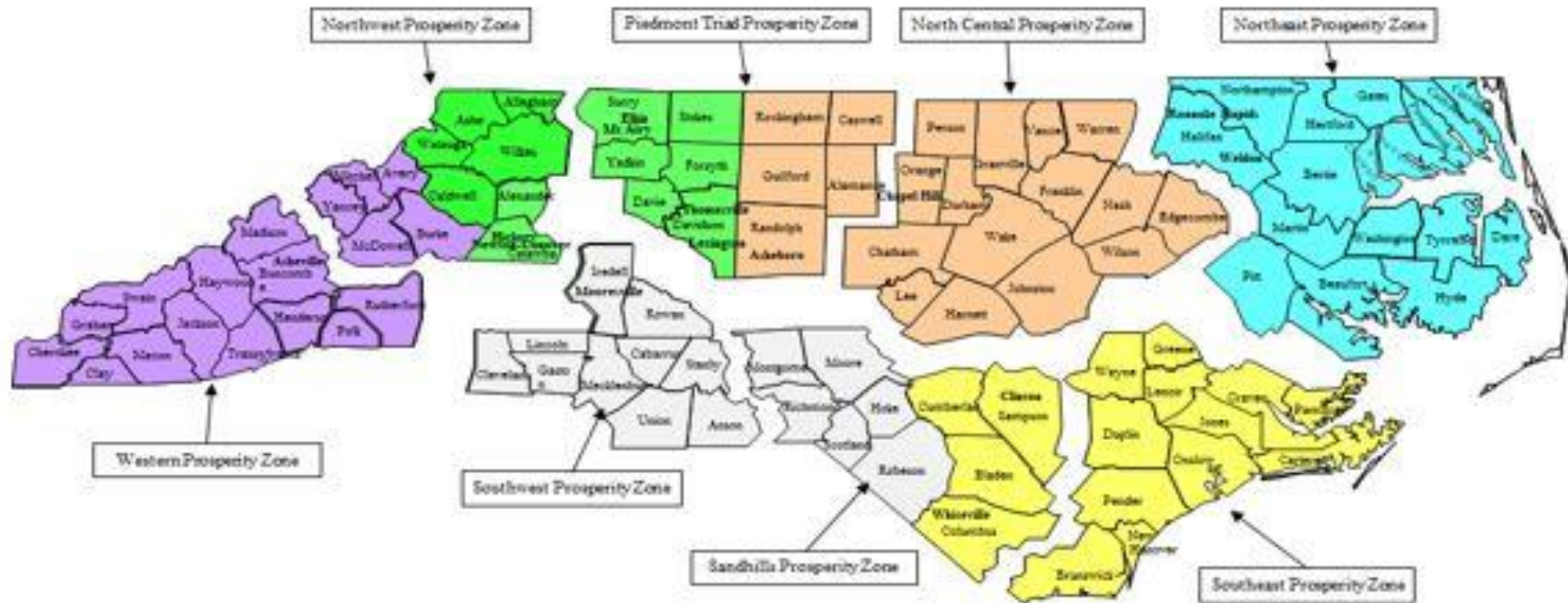
# NCDPI K-12 Career Development Coordinators

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NCCCS Career Coach Orientation  
August 3, 2021

## Career-Technical Education and Prosperity Zone Regional Services



Western CTE Region Lisa Conger	Northwest CTE Region Marty Tobey	Southwest CTE Region Ann Callicutt	Central CTE Region Lee O'Neal	Southeast CTE Region John Kirkman	Northeast CTE Region Christy Harris
Asheville City Avery County Buncombe County	Alexander County Alleghany County Ashe County	Anson County Cabarrus County Charlotte-Mecklenburg	Alamance County Asheboro City Caswell County	Bladen County Brunswick County Carteret County	Beaufort County Bertie County Camden County

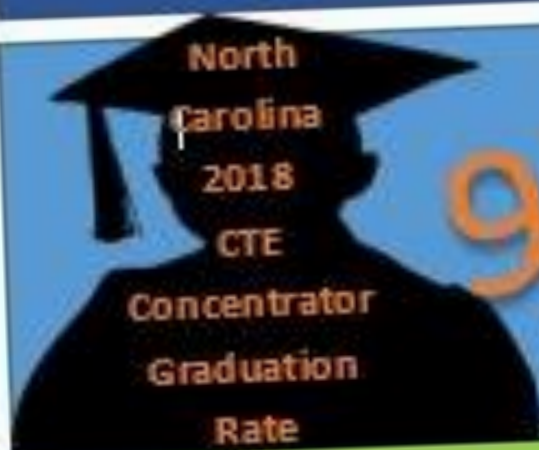
## GAIN A CAREER ADVANTAGE

### COMPLETER WITH DIPLOMA

All High School Seniors vs. CTE Concentrators \*

NC Graduation rate for the 2018 cohort

86.3%



North  
Carolina  
2018  
CTE

Concentrator  
Graduation  
Rate

99.2%

CTE PARTICIPANTS +

931,801

CTE CONCENTRATORS

CTE Concentrator in a cluster area \*

54,127

## REAL-WORLD PREPARATION

# 94.45%

CTE concentrators\* who graduated high school and went onto post-secondary education or advanced training, military service, or employment.

### SPECIFIC PLACEMENT

33.42% Four Year College  
35.56% Two Year College  
3.43% Military  
1.9% Other Postsecondary  
.2% Apprenticeship

# 276,561

## CREDENTIALS EARNED



### CAREER READINESS CREDENTIALS EARNED

Platinum: 4,946  
Gold: 8,490  
Silver: 15,727  
Bronze: 11,053

### TECHNICAL SKILL ATTAINMENT

# 78.38%

CTE concentrators\* who passed technical skill assessments aligned with industry-recognized standards.



**Counselor Collaboration (CASE)  
Community Partnerships  
Career Relevance – Work Ready!**

# The NC Career Development Coordinator



**PUBLIC SCHOOLS OF NORTH CAROLINA**  
State Board of Education | Department of Public Instruction



**Career Development Coordinator  
747**

Based on master's degree in school counseling  
Effective July 1, 2012

**Eligibility Requirements:**

**Degree**

Master's degree in school counseling or career counseling and a clear license as a school counselor

**Work Experience**

- ◆ One year of industry-related career development work experience in business, industry, or labor within the past five years

OR

- ◆ One year as a coordinator of work-based learning (job shadowing, internships, cooperative education, apprenticeships) in a Career and Technical Education program area within the past five years

OR

- ◆ One year work experience in school counseling within the past five years

**Clearing Specific Requirements:**

**Coursework**

A total of 6 semester hours (to be completed in one school year) are required from the following courses:

- ◆ Program planning and organization in Career and Technical Education
- ◆ Work-based learning organization

OR

Completion of the Career Development Facilitator (CDF) course available through the NC Workforce Development Training Center (in cooperation with NCDPI and NC Workforce Development Board)

Note: The CDF course will satisfy the 6 hour coursework requirement.

**Induction**

The 10-hour New Career Development Coordinators/Special Populations Coordinators Induction Program approved by the North Carolina Department of Public Instruction, Division of Career and Technical Education is required.

# Career Development Coordinator 747

**CTE Add-on Licensure:**

<http://licensurepublic.dpi.state.nc.us/Licensure%20Manual/Chapter%2007%20Career-Technical%20Education.pdf>

# CDC Job Description

1. Career Development
2. Prep Services
3. Transition Services
4. Partnerships
5. Professional Development

## Job Description:

<http://www.ncpublicschools.org/docs/cte/program-areas/career/resources/jobdescription.pdf>

### JOB DESCRIPTION CAREER DEVELOPMENT COORDINATOR

#### Primary Purpose of Position:

The primary purpose of this position is to provide and coordinate career development services to students in local schools and school systems.

#### Description of Responsibilities:

The Career Development Coordinators (CDC) role is to support Career and Technical Education (CTE) and to coordinate career development services for students participating in CTE. The CDC works collaboratively with administrators, student services personnel, and teachers to ensure the delivery of career development services. CDCs facilitate linkages with parents, business/industry, postsecondary institutions, and community organizations to support students' transition to postsecondary education and employment.

The CDC responsibilities incorporate the North Carolina Standard Course of Study, National Career Development Guidelines, the National Model for School Counseling Programs and Future-Ready Students For the 21<sup>st</sup> Century. Specific Career Development Coordinator responsibilities are outlined as follows.

#### 1.00 CAREER DEVELOPMENT

- 1.01 Coordinate career development services.
- 1.02 Promote career awareness, exploration, and planning.
- 1.03 Provide career development, occupational, labor market, non-traditional career, and post secondary information.

#### 2.00 PREPARATORY SERVICES

- 2.01 Assists students with selection of appropriate academic and CTE courses.
- 2.02 Coordinate career planning activities in classrooms, groups, or individual sessions.
- 2.03 Provide and coordinate administration and interpretation of career assessments.
- 2.04 Provide information on postsecondary education programs and employment opportunities.



<u>12 NCDA Competencies</u>	Content	Delivery Method ( <i>Proposed</i> )
1. <b>Helping Skills:</b> Be proficient in the basic career facilitation process while maintaining productive interpersonal relationships.	<u>Chapter 1</u>	Face-to-Face
2. <b>Diverse Populations:</b> Recognize special needs of various groups and adapting services to meet their needs.	<u>Chapter 6</u>	Online
3. <b>Ethical and Legal Issues:</b> Follow the GCDF code of ethics and know current legislative regulations.	<u>Chapter 5</u>	Face-to-Face / Online
4. <b>Consultation:</b> Accept suggestions for performance improvement from consultants or supervisors.	<u>Chapter 5</u>	Face-to-Face / Online
5. <b>Career Development Models:</b> Understand career development theories, models, and techniques as they apply to lifelong development, gender, age, and ethnic background.	<u>Chapter 3</u>	Online
6. <b>Assessment:</b> Comprehend and use ( <i>under supervision</i> ) both formal and informal career development assessments with emphasis on relating appropriate ones to the population served.	<u>Chapter 4</u>	Face-to-Face
7. <b>Labor Market Information and Resources:</b> Understand labor market and occupational information and trends.	<u>Chapter 7</u>	Face-to-Face
8. <b>Technology:</b> Comprehend and use career development computer applications.	<u>Chapter 7</u>	Online
9. <b>Employability Skills:</b> Know job search strategies and placement techniques, especially in work with specific groups	<u>Chapter 8</u>	Face-to-Face
10. <b>Training Clients and Peers:</b> Prepare and develop materials	<u>Chapter</u>	

## 12 Competencies



Facilitating Career  
Development



# **NCDPI Consultant for School Counseling**

***Cynthia J. Floyd***

***Consultant for School Counseling***

***NC Department of Public Instruction***

***6307 Mail Service Center***

***Raleigh, NC 27699-6307***

**[Cynthia.Floyd@dpi.nc.gov](mailto:Cynthia.Floyd@dpi.nc.gov)**

# Work-based Learning

WORK-BASED LEARNING | Career and Technical Education

WBXX



PUBLIC SCHOOLS OF NORTH CAROLINA  
State Board of Education | Department of Public Instruction  
[www.dpi.nc.gov](http://www.dpi.nc.gov)

WBL Toolkit:  
NCDPI WBL  
Moodle

# What does work-based learning look like?

## WORK BASED LEARNING CONTINUUM



### Career Awareness

LEARNING ABOUT WORK

CAREER FAIRS  
GUEST SPEAKERS  
FIELD TRIPS  
JOB SHADOWING  
WORKSITE TOURS



### Career Exploration

LEARNING THROUGH WORK

CAREER COMPETITIONS  
MENTORING  
MOCK INTERVIEWS  
SCIENCE FAIRS  
SERVICE LEARNING  
TEACHER EXTERNSHIPS



### Career Experience

LEARNING FOR WORK

APPRENTICESHIPS  
CO-OPS  
FELLOWSHIPS  
INTERNSHIPS  
OTJ TRAINING  
PRACTICUMS  
PRE-APPRENTICESHIPS


# Navigator

The Navigator is a free online tool that connects education to career. The platform brings together members of the business, education, and workforce development communities in a space where they can post, search for, and measure work-based learning opportunities.

[Sign Up Now](#)

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<https://www.ncbce.org/initiatives>



# 5<sup>th</sup> Grade Career Awareness

## 5<sup>th</sup> Grade Legislation

- General Statute 257  
–115.c -157 (p. 50, 51)
- <http://www.ncleg.net/Sessions/2017/Bills/Senate/PDF/S257v9.pdf>
- <http://www.ncleg.net/Sessions/2017/Bills/Senate/HTML/S257v9.html>  
– What are the student outcomes

## 5<sup>th</sup> Grade Legislation

- a) Each local board of education is encouraged to implement a **career awareness** program for students in **grade five** to educate students on the career and technical education programs offered in the local school administrative unit.
- b) A local board of education that adopts a career awareness program for fifth grade students shall **report on program activities and student outcomes** from the prior school year to the State Board of Education by October 1 of each year.
- c) By November 15 of each year, the State Board shall submit a consolidated report to the Joint Legislative Education Oversight Committee on program outcomes and any legislative recommendations based on local board of education reports.

Go Alliance Academy Career Videos - Care State Work-Based Lei Simulated Workplace Moodle Web Notes - CFNC C Home - Extraordinary Routes to Licensure -

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**NCcareers.org** DREAM IT. PLAN IT. BE IT. Sea A

# Your career, your future.

**Find My Interests** **Explore Occupations** **Plan My Career** **Education & Training** **Job Search**

**Site Help**

**REALITY CHECK**  
Make budget choices and get a summary of state or county costs in 12 major expense categories. Link to occupations with salaries that match your life choices.

**INTEREST FINDER**  
What kind of person are you? Are you Artistic? Social? Realistic? Answer this short quiz to identify your personality type.

**CAREER CLUSTER MATCH**  
Uncover which Career Clusters match your combination of work, skill and academic interests and then explore the occupations included in that cluster.

NC Commerce:  
<http://nccareers.org/>

<http://nccareers.org/careerguide/>

# NORTH CAROLINA Career Clusters Guide





# NC Governor Cooper's Combined Proclamation

November 2021

**NC Career Development Month**

November 15-19, 2021

**National Career Development Week**

November 17, 2021

**NC Career Development Coordinator Day**

\*NCDA



## State of North Carolina

ROY COOPER  
GOVERNOR

NORTH CAROLINA CAREER DEVELOPMENT MONTH

AND

NORTH CAROLINA CAREER DEVELOPMENT COORDINATOR DAY

2018

BY THE GOVERNOR OF THE STATE OF NORTH CAROLINA

A PROCLAMATION

WHEREAS, Career Development Coordinators are employed in North Carolina public schools and are actively committed to helping students explore their interests and strengthen their abilities and talents to fulfill their full potential within the National Career Development Association's guidelines; and

WHEREAS, Career Development Coordinators provide professional support and the materials needed to ensure North Carolina schools meet the national standards for career development competencies established by the National Career Development Association; and

WHEREAS, Career Development Coordinators support the State of North Carolina Career and Technical Education Program's mission by providing community resources and services that are relevant and complement career and technical education programs to help students become productive members of society; and

WHEREAS, Career Development Coordinators assist high school students with career planning and empower them to make informed decisions regarding plans to further their education at a vocational program, community college or university, or pursue immediate employment in civilian or military occupations; and

WHEREAS, Career Development education enables career and technical education students to develop and apply critical thinking skills, interpersonal skills, leadership, and problem-solving skills, with business, global competition, information management, operations, supply and demand; and

WHEREAS, Career Development education contributes to increased attendance, raises achievement, improves graduation rates, and prepares students for college, career and citizen readiness; and

WHEREAS, Career Development Coordinators assist students in understanding the 16 Career Clusters in the National Career Clusters Framework, representing more than 79 career pathways to help students navigate their way to greater success in college, career, and citizen readiness; and

WHEREAS, Career Development education is embedded in Career and Technical Education and integrated in all parts of the economy, contributing to the vibrancy and vitality of communities across North Carolina and our nation; and

WHEREAS, 2016 marks the historic 100th Anniversary of Career and Technical Education; and

WHEREAS, the National Career Development Association has declared November as the National Career Development Month, and November 16, 2016, as the National Career Development Day;

NOW, THEREFORE, I, ROY COOPER, Governor of the State of North Carolina, do hereby proclaim November, 2018, as "NORTH CAROLINA CAREER DEVELOPMENT MONTH" and November 14, 2018, as "NORTH CAROLINA CAREER DEVELOPMENT COORDINATOR DAY" in North Carolina, and commend observance to all citizens.



  
Roy Cooper  
Governor


IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the State of North Carolina at the Capitol in Raleigh this twenty-sixth day of October in the year of our Lord two thousand and eighteen and of the Independence of the United States of America the two hundred and forty-second.



How can you learn more?

# NC CDC Resources

- CTE Add-on Licensure:  
<http://licensurepublic.dpi.state.nc.us/Licensure%20Manual/Chapter%2007%20Career-Technical%20Education.pdf>
- Sample Job Description:  
<http://www.ncpublicschools.org/docs/cte/program-areas/career/resources/jobdescription.pdf>
- NC Evaluation Tool:  
<http://ncees.ncdpi.wikispaces.net/Support+Staff>
- National Career Development Association: NCDA  
– [http://ncda.org/aws/NCDA/pt/sp/home\\_page](http://ncda.org/aws/NCDA/pt/sp/home_page)
- Career and College Promise:  
<http://www.ncpublicschools.org/cte/curriculum/programs/>

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- NCCareers.org: <https://nccareers.org/>
  - CFNC: <https://www.cfnc.org/index.jsp>
  - NCDPI CTE: <http://www.ncpublicschools.org/cte/>
  - Carl Perkins Act: <http://www.ncpublicschools.org/cte/carl-perkins/>
  - CTE Summer Conference July 19-23, 2021, Career Development Youtube Recordings:  
<https://www.youtube.com/playlist?list=PLD2BIZkph-DzuCWq1K3Wu5hGeZzjCu8Zx>
  - Career Clusters 101 (Webinar 9/30/2016):  
<http://schoolcounseling.ncdpi.wikispaces.net/Counseling+Advising+and+Scheduling+Tips+%28CAST%29>.

# Questions?

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