



GUIDE TO COMPULSORY COURSES FOR NB CERTIFICATION AS A CAREER DEVELOPMENT PRACTITIONER

The New Brunswick Career Development Action Group (NBCDAG), in conjunction with a Certification stakeholder committee, decided on two possible alternatives of mandatory courses that would qualify a candidate for Certification as a Career Development Practitioner in New Brunswick.

Alternative 1

If you have taken the Post-Secondary Education, Training and Labour (PETL) / Canadian Career Development Foundation (CCDF) training, you have to demonstrate successful completion of the following four courses to meet NB certification requirements:

Career Development Theories (111)

Career Development Process (121)

Ethical Practice in Career Development (411).

ONE of the following options (141- Using Labour Market Information in Employment Counselling, 151- Facilitating Client Learning, 211- Assessment Instruments OR 311- Work Search)

Alternative 2

If you DO NOT have the previous courses from PETL/CCDF, you need **4 courses in career development:**

- **1 Career Development Theory course;**
- **1 Counselling/Career Development Process course (Practice of counselling skills)**
- **1 Counselling/Career Development Ethics course (OR at least 7 hours of Ethics within another Counselling/Career Development course); and**
- **1 Career Development Elective**

It is the responsibility of the applicant to demonstrate that the course meets the following requirements for certification:

- Course is a minimum of 20 hours (10 hours for an ethics course)
- Course has an evaluation component with a final grade

See the following table for a list of Institutions that offer these courses either on-line or in-person.

** Please note that this is not an extensive list and other alternatives may be available.*

NBCDAG PRE-APPROVED OPTIONS

ENGLISH
ON-LINE
Life Strategies Ltd. in partnership with Yorkville University – This organization offers an on-

line 'Career Management Professional Program' that includes 12 courses. There is the Option of taking the courses independently without completing the certificate program. The courses that would meet NB certification criteria are the following:

- Career Development Foundation, Emerging Theories, and Models
- Helping Skills to Facilitate Career Development
- Ethics for Career Development Practitioners
- Any of the other 9 courses in the program would meet the Career development elective course requirement

Find more information on the courses, cost and format delivery at the following link:

<http://www.lifestrategies.ca/services/courses/career-management-professional-program-cmpp.cfm>

IN-PERSON

University of New-Brunswick- Fredericton - Through the Bachelor of Education program, 2 courses are available to non-BEd students and would meet some of the mandatory course requirements for NB certification.

- ED 5142- Career Guidance (meets the theory requirement)
- ED 5065- Personal Growth & Helping (meets the Counselling/Career Development Process requirement)

Visit the University website to find out about course schedule, cost and registration process.

<http://www.unb.ca/academics/calendar/undergraduate/2013/frederictonprograms/bachelorofeducation/index.html#bedpro>

The contact person at UNB would be Dianne Shannon (dshannon@unb.ca)

Canadian Career Development Foundation (CCDF) – Various NB locations - The Canadian Career Development Foundation (CCDF) offers a series of 9 courses initially developed for Employment counsellors working at the Department of Post-Secondary education, Training and Labour (PETL). This training is now available to career development professionals **outside** of PETL. Courses will be offered in both English and French based on demand, and the delivery will vary in locations across NB.

The following courses meets the NB certification requirements:

- Career Development Theories (111)
- Career Development Process (121)
- Ethical Practice in Career Development (411)
- Any of the other 6 courses would meet the Career development course elective requirement.

The following document provides a description of each course, along with information on cost and process to sign up for pre-registration. Please note that once there is enough interest in a particular course, a training date and location will be determined and communicated to everyone who has pre-registered.

[\(Click here to access the link to the document\).](#)

FRENCH

ON-LINE

- Formation continue Cournoyer, Essopos & Lachance - Un groupe composé de deux

professeurs et d'une chargées de cours universitaire en orientation scolaire et professionnelle ont développé un programme de formation par tutorat en ligne pour les professionnels de l'orientation et du développement de carrière. Une série de 9 cours sont offerts de façon indépendante sous format tutorat en ligne en utilisant l'interface Skype.

Les cours suivants rencontrent les critères d'admissibilité à la certification au N.-B.:

- DDC1- Développement de carrière: fondements 1
- CIO1- Conception d'une intervention en orientation
- ÉPO1- Éthique professionnelle en orientation
- Tous les 7 autres cours offerts rencontrent l'exigence d'un cours en développement de carrière au choix

Le document suivant contient plus d'informations sur les cours offerts, la formule pédagogique et les coûts:

[\(Cliquez ici pour accéder au document\)](#).

IN PERSON

La Fondation canadienne en développement de carrière (FCDC) - Divers endroits au N.-B.

– La FCDC offre une série de 9 cours initialement développés pour les conseillers en emploi travaillant au ministère de l'Éducation postsecondaire, de la Formation et du Travail (EPFT). Cette formation est maintenant accessible aux professionnels en développement de carrière à l'**extérieure** du département EPFT. Les cours seront offerts en anglais et en français selon la demande, et la livraison se fera à divers endroits au Nouveau-Brunswick.

Les cours suivants rencontrent les critères d'admissibilité à la certification au N.-B.:

- Théories en développement de carrière (111)
- Procédés en développement de carrière (121)
- Pratiques éthiques dans le développement de carrière (411)
- Tous les 6 autres cours offerts rencontrent l'exigence d'un cours en développement de carrière au choix.

Le document suivant fournit une description de chaque cours, ainsi que des informations sur le coût et le processus de pré-inscription. Veuillez noter que dès qu'il y aura suffisamment d'intérêt pour un cours en particulier, la date de la formation et de l'emplacement sera déterminée et communiquée à tous ceux qui sont préenregistrés.

[\(Cliquez ici pour accéder au document\)](#).

Other options are available to complete the course requirements, but these courses have NOT been pre-approved by NBCDAG at this point. If one of the following course options is taken (or any other courses not listed here), it is the responsibility of the applicant to demonstrate that the course meets the following requirements for certification:

- **Course is a minimum of 20 hours (7 hours for an ethics course)**
- **Course has an evaluation component with a final grade**

Additional On-line courses available (not pre-approved by NBCDAG)

Memorial University offers an on-line Certificate program in Career Development in English.

See more information on the program at the following link:

http://www.mun.ca/regoff/calendar/web2010_2011/sectionNo=LLL-0023

Athabaska University offers an on-line Career Development Certificate in English. See more information on the program at the following link:

http://calendar.athabascau.ca/undergrad/current/page03_27.php

The **Université St.Boniface** in Manitoba offers an on-line French masters program in Counselling/Career Development. See more information on the program at the following link:

<http://www.ustboniface.mb.ca/page.aspx?pid=522>

** Please note that specific admission requirements may be applicable to some of these programs.*