**![C:\Users\Long\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\7JEHMT3I\MC900350498[1].wmf]()YOUR**

**PROFESSIONAL**

**DEVELOPMENT**

**COMPASS**

![C:\Users\Long\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\3K5SGSEC\MP900430494[1].jpg]()Are you considering professional training in the area of career development? Maybe you’re a licensed professional counselor looking to define a specialty focus on career counseling. Perhaps you’re working in a support role in a career development setting and you’re looking for focused training to be of more value in your role. Or you may have set your sights on the emerging field of coaching and you’re seeking a base credential to embark on the path to becoming a professional career coach. **Career Development Facilitator (CDF) training meets all of these criteria.**

**STEP 1:** Select a [Career Development Facilitator (CDF) training program](http://ncda.org/aws/NCDA/pt/sp/facilitator_calendar) from the list of approved providers/instructors from the [National Career Development Association (NCDA) website](http://ncda.org/aws/NCDA/pt/sp/facilitator_overview). CDF training is offered in traditional face-to-face (F2F) and hybrid (F2F + online) formats.

![C:\Users\Long\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\1REKNV0B\MP900401966[1].jpg]()![C:\Users\Long\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\7JEHMT3I\MP900442502[1].jpg]()

![C:\Users\Shirley\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\4N39ONXG\MP900427658[1].jpg]()

**STEP 2:** Formally enroll in the CDF training program that meets your needs and begin your journey of professional development.

![C:\Users\Shirley\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\4N39ONXG\MP900424384[1].jpg]()

**STEP 3:** Complete your comprehensive CDF training on the [12 core career development competencies](http://ncda.org/aws/NCDA/pt/sp/facilitator_overview_competencies) and receive verification of your professional development training from your CDF instructor.

![C:\Users\Long\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\1REKNV0B\MP900422389[1].jpg]()

**STEP 4:** Download and review the application for the [Global Career Development Facilitator (GCDF)](http://www.cce-global.org/Downloads/Apps/GCDFapp-us.pdf) credential offered by the [Center for Credentialing and Education Inc. (CCE)](http://www.cce-global.org/GCDF), an affiliate of the National Board for Certified Counselors. NCDA and CCE have a collaborative relationship with respect to training and certification. Think of the CDF and GCDF from this perspective…it’s similar to the distinction between having education and training in accounting and being a Certified Public Accountant (CPA).

![C:\Users\Shirley\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\VGGV2XYJ\MP900439293[1].jpg]()**STEP 5:** Decide if you will take the next step to secure a respected, national credential as a Global Career Development Facilitator (GCDF) by submitting your completed application to CCE. By meeting the credentialing criteria for the GCDF, you will [join the growing ranks of professionals (counselors, coaches, facilitators, trainers, case managers, program specialists, etc.) around the globe](http://www.cce-global.org/Pub/SearchInfo) who have validated their education, training and experience in the field of career development.

Questions?

Mary Ann Powell
National Career Development Association
305 North Beech Circle
Broken Arrow, OK 74012

phone: 918.663.7060

email: mpowell@ncda.org
[www.ncda.org](http://www.ncda.org)