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CE Syllabus: Practice and Concepts Syllabus

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Objectives:

- **Helping Skills** - be proficient in the basic career facilitating process
- **Diverse Populations** - recognize special needs of various groups and adapt services to meet needs
- **Ethical and Legal Issues** – follow NCDA code of ethics and know current legislative regulations
- **Consultation/Supervision** – how to seek out and accept suggestions for performance improvement from consultants or supervisors
- **Career Development Models** - understand career development theories, models, and techniques
- **Assessment** - Comprehend and use formal and informal career development assessments
- **Labor Market Information and Resources** - understand labor market and occupational information and trends
- **Technology** - comprehend and use career development computer applications
- **Employability Skills** - know job search and placement strategies, especially in work with specific groups