

15 April 2016

Deepening the Skills of Career Coaches and Education Counsellors
*Internationally recognised Global Career Development Facilitator-Singapore (GCDF-SG)
credentials to be available from October 2016*

A dual-certificate programme was launched today to help deepen the skills of career coaches and education counsellors, as part of efforts under SkillsFuture to strengthen education and career guidance for Singaporeans to make informed choices in education, training and careers.

The new Singapore Workforce Skills Qualifications Advanced Certificate in Career Development Facilitation (WSQ ACCDF) equips graduates with the relevant knowledge and skills to provide education and career guidance to both working adults and students. It is developed by the Institute for Adult Learning, which is part of the Singapore Workforce Development Agency (WDA), in partnership with the US-based Center for Credentialing and Education (CCE). The CCE is the accrediting body for the Global Career Development Facilitator (GCDF) programme, which is available in countries such as the United States, Germany, New Zealand, Canada, Japan and South Korea.

WSQ ACCDF provides structured training for career development facilitation and is offered as a dual-certificate programme. Besides receiving the WSQ ACCDF certification from WDA, graduates can also apply for the Global Career Development Facilitator-Singapore (GCDF-SG) credentials based on the work experience and skills level. The GCDF-SG will be available for applications from October 2016 onwards. Successful applicants for the GCDF-SG certification will receive globally-recognised credentials for the provision of services related to career development, such as career guidance and employment facilitation. **Annex A** provides for more details of the WSQ ACCDF / GCDF-SG programme.

Announcing this at the Institute for Adult Learning Graduation Ceremony 2016, Mr Ng Cher Pong, Chief Executive of WDA, said: “One of the key thrusts under SkillsFuture is to help individuals make informed choices in education, training and careers. To do so, we need to build up a pool of professional career coaches and education counsellors to provide effective education and career guidance in schools, tertiary education institutions, private training providers and career centres. The WSQ ACCDF / GCDF-SG programme is an important internationally-recognised programme that will build professional skills and knowledge among the career coaches and education counsellors in Singapore.”

About 200 graduands from different programmes received their graduation certificates and celebrated their achievements during the event. The graduation cohort includes more than 90 professionals who have successfully completed the WSQ ACCDF/GCDF-SG programme.

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For media enquiries, please contact:

Singapore Workforce Development Agency

Steven Ng

Principal Manager, Corporate and Marketing Communications

Tel: +65 6512 1241

Email: steven_ng@wda.gov.sg

About the Singapore Workforce Development Agency

The Singapore Workforce Development Agency (WDA) enhances the competitiveness of our workforce by encouraging workers to learn for life and advance with skills. In today's economy, most jobs require not just knowledge, but also skills. WDA collaborates with employers, industry associations, unions and training organisations, to develop and strengthen the Continuing Education and Training system that is skills-based, open and accessible, as a mainstream pathway for all workers – young and older, from rank and file to professionals and executives – to upgrade and advance in their careers and lives. For more information, please visit www.wda.gov.sg.

About the Institute for Adult Learning

The Institute for Adult Learning (IAL) is at the forefront of building capabilities and continuing professional development for an effective, innovative and responsive Continuing Education and Training (CET) sector. We work closely and support adult educators, businesses, human resource developers and policy makers through our comprehensive suite of programmes and services on raising capabilities and catalysing innovations in CET. IAL also champions research in the key areas of sustaining economic performance through skills, shaping employment and CET decisions, as well as developing innovations through learning technology and pedagogy for informed policies and practices. For more information, please visit www.ial.edu.sg.

Factsheet on WSQ Advanced Certificate in Career Development Facilitation (WSQ ACCDF) / Global Career Development Facilitator – Singapore (GCDF-SG) Programme

The WSQ Advanced Certificate in Career Development Facilitation (ACCDF) / Global Career Development Facilitator-Singapore (GCDF-SG) is a dual certificate programme developed by the Institute for Adult Learning (IAL). The programme is accredited by both the Singapore Workforce Development Agency (WDA) and the US Center for Credentialing and Education (CCE).

Objectives

The programme aims to equip entry level career development practitioners with the relevant knowledge and skills to effectively provide career guidance to adult workers and students to manage their career and learning development. It is developed in alignment with the 12 competencies of the GCDF¹ professional credentialing framework developed by CCE and the US National Board for Certified Counselors (NBCC). These two organisations are at the forefront of setting professional standards in career development practice and continuing professional development with international reputation.

Certifications and Credential

Graduates will be recognised under 2 certifications, namely the WSQ ACCDF qualification from the Singapore Workforce Development Agency (WDA) and the GCDF-Singapore certificate from the US Center for Credentialing and Education (CCE).

Upon completion of the programme, graduates may also further apply for the Global Career Development Facilitator – Singapore Credential¹ awarded by CCE. The credential is a globally recognised accreditation of the education and experience of those working in career development related occupations such as careers advisory services and employment services.

This worldwide recognised credential will be awarded upon fulfilment of relevant working experience in areas of offering career development to clients and commitment to continuing professional development.

The GCDF professional credential for Singapore will be administered by IAL through the establishment of a GCDF-Singapore chapter in the later part of 2016.

Programme Features

Individualised case study	Work-based learning	Use of learning technology
<ul style="list-style-type: none"> Participants will work under supervision in case studies with actual clients seeking career guidance. Through the case study, participants may apply the theories and tools acquired in the programme. 	<ul style="list-style-type: none"> Opportunities are built in throughout the programme for participants to apply their learning in their respective work contexts. Learning visits to WDA Career Centre and Lifelong Learning Exploration Centre are included in the programme. 	<ul style="list-style-type: none"> Learning technology is incorporated to enhance the overall learning experience of the participants. Participants will be able to access learning notes and resources through mobile devices or laptops using the Learning Management System.

¹ The Global Career Development Facilitator (GCDF) mark and credential are trademarks of US-CCE

Programme Structure

The full programme duration for WSQ ACCDF/GCDF-Singapore Programme is 150 hours of competency-based training and assessments, inclusive of in-classroom training and off-classroom learning hours. It is delivered as an **integrated curriculum (by cohort intake)**, and emphasises peer learning, use of technology, reflective practice and continuing professional development.

Module Abbreviation	Module Title	What will be covered
CDF1	Apply Career Development Theories, Assessment Tools, and Ethics	This module specifies the knowledge and skills to apply career development theories for the practise of career development facilitation.
CDF2	Apply Communication Skills and the Helping Process for Career Development	This module equips the learner with the knowledge and skills in utilising effective techniques to communicate with and help clients meet their needs through career development facilitation process.
CDF3	Provide Employability Skills for Career Development	This module equips the learner with the knowledge and skills to provide employability skills to support clients requiring career development services.
CDF4	Design and Market Career Services Initiative for Diverse Groups	This module equips the learner with the knowledge and skills to design and market career services initiative to diverse groups.

Course Duration and Fees

The table below classified the fees of WSQ ACCDF/GCDF-SG programme.

For Singapore Citizens (SC) below 40 years old and Singapore Permanent Residents (PR) - 70% subsidy from WDA	For Singapore Citizens (SC) 40 years old and above (under Mid-Career Enhanced Subsidy scheme) - 90% subsidy from WDA	For Foreigners
\$1,452 (excl GST)	\$484 (excl GST)	\$4,840 (excl GST)

- Fees are correct as of Apr 2016 and may be subject to changes.
- Fees cover training and assessment fees.

Enrolment

IAL currently offers WSQ ACCDF/ GCDF-SG programme to organisation-sponsored learners who are required to provide career guidance services as part of their job scope. Organisations who may find the programme relevant include:

- Institutions facilitating employment for adult workforce
- Institutions serving special needs groups' career needs
- Career centres providing education and career guidance services to students enrolled at educational institutions
- Organisations managing career services and online job portals

Interested organisations may register their interest by sending an email to info@ial.edu.sg or speak to our Customer Service Officer at tel: +65 6883 5885 during office hours.