

Advanced Career Development Program Online 2019

Are you thinking of upping your CDP game? Do you want to know how Programs are managed? Are you curious about how to generate Labour Market Information? Are you working with Indigenous clients and want more tools to support your work?

Consider taking one of the up-coming Career Development Practice Advanced courses!

ACDP 100

Case Management

- Learn the career development case management process from intake to file closure. Learn about the role barriers play in both the client return to work process and in the employment counselling process. Students will leave this course with a new set of documentation standards for client tracking.
- **April 23 - May 19 2019, CRN 21001**
- **October 8 - November 3 2019, CRN 31072**

ACDP 200

Career Development Information Management

- Learn how to find, assess, manage and generate up-to-date, reliable and valid labour market information. Students will leave this course with a portfolio of up-to-date Labour Market data for their region.
- **January 21 - February 17 2019, CRN 11008**
- **June 3 - 30 2019, CRN 21155**

ACDP 300

Career Development Documents

- Learn about social media platforms, virtual resumes, video resumes and strategies to teach clients how to succeed on these channels. Students will leave this course with an up-to-date social media presence and virtual resume.
- **April 29 - May 26 2019, CRN 21140**
- **November 12 - December 8 2019, CRN 31073**

ACDP 400

Career Development Programs Management

- Learn the necessary skills to build revenue while maintaining client service mandates; manage programs from a business service perspective and how to build future proposals.
- **February 25 - March 24 2019, CRN 11009**

ACDP 500

Aboriginal Topics in Employment

- Learn about the issues and history that are impacting Indigenous employment today. Students will leave this course with strategies to address these issues in the career development environment, with a particular focus on increasing job retention and course completion rates for Indigenous clients.
- **April 1 - 28 2019, CRN 21131**

More Info available at www.douglascollege.ca/cfcs-ce

To Register call 604 527 5472

Tuition: \$490.00 per course

Each course is 30 hours