

NCD A COMMITTEE REPORT
August 2026
TRAINING & EDUCATION COUNCIL (TEC)
Fiscal Year 2025-2026

2025-26 Council Chair: Chair: Keri Aaver, keri@careerwiseconsulting.com, Chair-Elect – Melyssa Harrison, melyssa@fasttrackcdf.com

2026-27 Council Chair: Melyssa Harrison, melyssa@fasttrackcdf.com, Travis Lightsey, tlightsey@rose.edu

Council Members: Past-Chair: Pamela Ehlers, Kelly Pierce, Rhonda Norman, Craig Ratzlaff, Craig Bryant, Travis Lightsey, Farkad Mahli

Council Members as of Oct. 1, 2026: Rhonda Norman, Craig Ratzlaff, Farkad Mahli, Justin Arnold, Condoa Parrent, Stacey Carrillo, Tammison Smith

Board Liaison: Diandra Prescod

Committee Activities to Date:

- **FCD Instructor and Student Manual Update** – The FCD is currently being updated by Human Solutions. The TEC reviewed all content and suggested numerous edits. FCD Instructors were also asked for comments regarding important updates to the curriculum. Human Solutions is reviewing all suggested edits as well as reviewing for additional edits. The updated curriculum should be given to NCD A by December 31, 2026.
- **Overcoming Employment Challenges Module** – The selected authors are currently writing this new module. They have shared the outline with the TEC for feedback during the June 17 meeting in Atlanta, GA. The TEC provided feedback to the authors as requested. A draft module will be provided to the TEC as writing continues. This new module is designed to focus on how we provide career services to all. The new module will address biases, fostering awareness, sensitivity, empowerment and advocacy for clients. The anticipated completion date for the new module is December 31, 2025.
 - This module has been finalized and has now been incorporated into both the electronic version of the FCD Student and Instructor Manuals as well as the print version of the FCD Student and Instructor Manuals.
 - A webinar on this new module is being held on July 29. We currently have 65 instructors enrolled in the webinar. The webinar will be recorded and available to all Instructors on the Registry.
- **Career Practitioner Supervision Training Program** – The updated curriculum is now available.
 - The first CPS training was completed in January 2026 and completers are currently applying for the newly redesigned CSCP credential.
 - The second CPS training program wrapped up in late July 2026.
- **New NCD A Exhibit Booth** - TEC and Credentialing Commission members managed the NCD A exhibit booth during the 2025 NCD A Global Conference. TEC and Credentialing Commission members have also provided volunteer coverage for NCD A at multiple industry conferences.
 - The TEC and Credentialing Commission discussed the effectiveness of the NCD A exhibit booth and how they wish to proceed. The groups have discussed reallocating the current budget request of \$30,000 to pay for marketing effort focused specifically on marketing the NCD A Training and Credentials in keeping with the NCD A brand as an addition to an overall NCD A marketing plan developed either by a new marketing consultant and/or expanding the role of the current NCD A marketing specialist. This would include direction from the consultant on attending trade shows and/or submitting proposals to present at those trade shows.
 - Should the marketing plan suggest continuing attendance in the associated trade shows, the TEC recommended that one TEC Member and one Credentialing Commission attend each event to ensure that the most current information is being distributed to attendees. (To clarify, that means individuals currently on the TEC and Credentialing Commission at the time of attendance.)

- **Invideo Software** – Invideo Software was purchased recently, and TEC members are finalizing the initial AI video of the NCDA Training and Credentialing programs. The video can be customized for use on the NCDA website, NCDA marketing opportunities and other platforms as needed.

Projected Plan or Work

- Begin 3-year scheduled update of the NCDA FCD Training Program. Updates should be completed by December 2026.
 - Human Solutions was selected to work on this update. They have all review materials from TEC and have begun the updating process.
- Translate Module 6 – Overcoming Employment Challenges into Arabic.
- Continue the update of the FCD and SCDA website. The update will include a better organized method for locating FCD and SCDA Instructors located in the United States as well as international instructors and master trainers. The update will require assistance from TCS Software.
 - TEC members are carefully reviewing these websites now for clarity, consistency and content. The website update will begin in July and be completed by September 30, 2026.
- Explore the development of partnerships with affiliate programs to promote training programs.
 - Discussions are on hold with NAWDP as they review the CWDP Reciprocity program. We hope to further discuss early in 2027.
 - Initial contact has been made with SHRM. No action at this time but we hope to get the FCD program as an approved continuing education curriculum for the SHRM credentials.
 - Discussions also clarified the need to gain exposure and approval by State and National Workforce Development Boards to approve the FCD training as a mandatory requirement for their career services providers, case managers, job developers, and Directors to ensure the gold standard of service provision in public job and career centers.
- Flexible Options for NCDA Training Programs
 - The TEC is currently surveying NCDA FCD Instructors (FCDI) to inquire about opportunities to incorporate the FCD training program into college and university degree programs and planning to hold a Focus Group with FCDI that have already incorporated or attempted to incorporate the FCD training in Higher Education once the survey is complete.
- NCDA Training Programs – Instructor Webinars
 - The TEC will be facilitating monthly or bi-monthly instructor webinars. Instructors will be surveyed in April for input into desired webinar content. (Some potential topics may include: marketing their FCD training, direct insights from front line career services provider serving specific populations as a precursor to soliciting new populations specific resource offerings.)
- SCDA Master Trainer Training – NCDA will conduct an SCDA Master Trainer Training this summer. Mark Danaher will conduct this training at a date to be determined.
- Discussion has begun regarding the need and benefits for Micro-Training offerings as feeders or value add-ons for the FCD, SCDA, etc. trainings with Travis Lightsey taking the lead (potential utilization of the new Workforce Pell grants by eligible institutions to pay for NCDA training).