

Greetings from the CDAA President

A hearty hello to all CDAA members! I am excited about starting my role as president of the CDAA, with the support of a wonderful executive! The executive members for 2005–2006 are:

Rona Fluney - Past President
Holly Sorgen - Vice/BTT Chair
Sher Broeders - Treasurer
Doreen Kooy - Certification
Herky Cutler - Chapters
Kristen Cumming - Communications
Tamara McCormick - Member Services
Lynn Berry - Partnerships
Chuck Eastly - Education Liaison
Pamela Lester - Governance Structure and Internal Policy

Besides these able volunteers, the CDAA contracts out several of its functions.

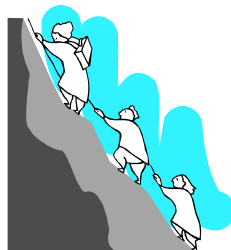
- Gail van Eerden is the CDAA Administrator, making sure all the details stay in place! Gail has been with the association since we first decided to contract someone to do the membership registrations and bookkeeping .
- Laurie McCreary-Burke is our CCDP Registrar. Laurie worked with the group that piloted the initial certification process and criteria and continues to administer the implementation of this initiative.
- Rachelle Drouin designed our website and continues to be our technical consultant.
- Vicky Harris has been the BTT

Administrator for the past three years, ensuring that the BTT program and registrations are processed in a timely fashion.

- Most recently, the CDAA contracted Jan Hollingsworth to coordinate the Alberta National Integrated Delivery Strategy (NIDS) project.

Thanks to the executive's strategic planning session carried out last fall, we know what our priorities as an association are and are keen to continue to grow and develop. Four key areas that we will focus on this year are:

- Connecting and intentionally building partnerships with associations, government ministries, and industries that are connected with career development
- Assessing the organizational structure of the association and making plans to ensure we are ready to move into our next stage of life as an association
- Continuing to develop our branding and marketing to effectively communicate who the CDAA is and what we're about



- Being a leader in the field of career development in Alberta and Canada

A big thank you to Rona Fluney who will now take on the role of Past President after leading the association for the past two years. She has been excellent support to me already in my new role and I look forward to working closely with her as I continue to make the transition!

Transitions are what we're all about! Please contact Gail to get involved on one of the CDAA committees and keep your career momentum going!

Cheers,

Colleen Smith, President
403 262-3077
cjscareers@telus.net

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CDAA Services and Contacts

CDAA Website:

www.careerdevelopment.ab.ca

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2005 – 2006 CDAA Executive

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Treasurer	Sher Broeders	broeders@hotmail.com
Certification	Doreen Kooy	kooydr@telusplanet.net
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BTT 2005 a Resounding Success!

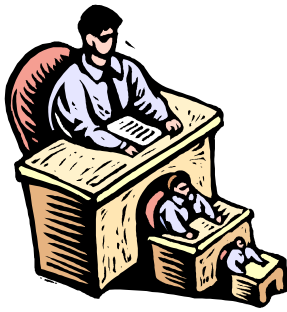
Thank you for making BTT 2005 such a wonderful success! On behalf of the BTT 2005 Planning Committee, I would like to thank all of the delegates, resource fair participants, speakers and keynote speakers for sharing your passion, knowledge and power with the rest of us.

This year was extremely successful with 408 delegates, 103 speakers, 40 resource fair booths and 11 volunteers taking part in the 3 day event. I would like to thank Vicki Harris, Gail Van Eerden, Rona Fluney, Colleen Smith, Trudy Gammel, Julie Milne, Nicole Stogrin, Debbie Vance, Louise Lockhart, Susan Gillespie, Jeremy Shepherd, Victor Horseman, Karen St. Cyr, Anna Kuarnicheva, Laura Forsyth, and Devon Almond for all of their hard work and dedication. Volunteers truly are the heart of Building Tomorrow Today.

I would also like to invite interested parties to take part in a bit of history by becoming part of this year's planning committee. Please feel free to contact me via email at holly@smdea.com or by phone at 780-532-0156. Your input and knowledge would be greatly appreciated.

I look forward to seeing you all at BTT 2006 - **May 3-5, 2006!**

Holly Sorgen
BTT Planning Committee Chair



The Trump Apprentice Challenge

BTT Chapter Challenge and Pub Night

Chapter Challenge at BTT revealed a whole new perspective of career practitioner talent!

The panel was hot with Kris Bojda as “Trump”, with his panel of Herky Cutler as a stern “George”, and Rona Fluney amply fulfilling the role of “Carolyn”. The chapters ran the ‘apprenticeship challenges’ with gusto and hearty competition. Pleas and deals were made, judgments pronounced and the last team standing was the Northwest Chapter who received the Trump Trophy on Friday morning before the keynote address.

Between challenges, open mike night provided musical entertainment kicked off by Herky. His percussion instruments were taken up by the crowd for some lively accompaniment. A highlight was a fabu solo of ‘Margarita Ville’ by our own incoming CDAА President Colleen Smith!

If you missed this very fun night, be sure to attend next year. We have never witnessed such talent and gusto at BTT!

Pamela Lester, CM Co-editor



Chapter News

From the “North of 60” Chapter...

It was exciting to have a NWT contingent represented again at BTT this year. It’s wonderful to be able to attend, network with other practitioners, and get recharged. We are looking forward to a Northern conference in Yellowknife in late November of this year, and the Chapter will be there.

Hats off to the South Slave Divisional Education Council team who presented at BTT on the career-related initiatives and activities for K-12 students in its schools, “Creating Futures”!

*Rose von Schilling
Interim Chapter Coordinator*

From the Calgary Chapter...

We are in full planning for our 5th Annual *Ignite Your Passion* at the FCJ Centre. This year’s event will be held on October 14, 2005. We have a great line up of speakers that promise to be very informative as well as entertaining. More information will be sent out as soon as we finalize the details.

On Wednesday, April 20, 2005 Rose Hansen, the Alberta Association of Professional Life Skills Coaches (AAPLSC), invited the CDAА Calgary Chapter to attend a session on *Starting A Business Takes Team Work*. Presenters were: Randy Coutts from the Royal Bank of Canada, Rick Breen from McLeod & Company LLP and Barbara Mitchell from the Calgary Business Information Centre. The event was

held at the Danish Canadian Club. It turned out to be a great event and it was nice to see a few CDAА members.

AAPLSC would like the CDAА to join them with future sessions as well since they will be a part of our sessions. Anyone interested in attending these may do so and any CDAА members that are interested in attending these sessions can get the membership price.

As more sessions are announced they will be sent to the Calgary Chapter Chair and will be forwarded to our members.

We are still looking for volunteers interested in sitting on the Calgary committee as well as anyone who may be interested in helping with *Ignite Your Passion*.

For more information, please contact Diane Kreuger:
kreugers@shaw.ca

I hope everyone has a safe and relaxing summer and I look forward to seeing you October.

*Diane Kreuger
Committee Chair*



South Chapter Update

It has been somewhat quiet from the South Chapter since Work Wise 2004 last November in Lethbridge, but this is just on the surface as we have been busy maneuvering through a series of twists and turns preparing for future events!

What is meant by this exactly you may be wondering? Our Chapter originally announced that the next Work Wise would take place on November 18, 2005, but our special guest presenter Dr. Norm Amundson of the University of British Columbia later informed us that he would not be able to make it that day after all. We re-booked him to come October 21. However, it then came to our attention that another major Career Practitioner professional development opportunity would be taking place in our immediate region on October 23-24 (more specific details will be forwarded by email), so we were concerned it would hamper our Work Wise attendance. As a result, we decided to re-schedule once again.

We've got a firm date now – it will be Wednesday, March 15, 2006, will still feature Dr. Norm Amundson and potentially two other speakers, and is planned to be about the link between Career Development and Human Resource Management/ Practices. Stay tuned for more details as we hammer them out!!

Our goal is to make this our best conference ever, and include our counterparts in the Human Resource management field, too, as there is always room for partnerships and widening our networks!

Mark your calendars March 15, 2006!

In between time, we will be hosting a *Lunch n' Learn* on **Thursday, September 29.**

The location is to be confirmed (most likely will be at the New Dynasty Restaurant in Lethbridge), and the presenter and topic will be announced as soon as our guest speaker can confirm (but don't worry, there is a plan B and C if needed!). So, mark this date on your calendars as well!

Volunteers Needed

Are you interested in getting more involved with the Career Development community in the South Alberta region? Would you be willing to help plan and organize events?

If you have answered yes, we are interested in hearing from you! We need additional volunteers to sit on our committee. The commitment is casual in nature – we meet about once every 6 to 8 weeks at most, and complete tasks as needed to get an event off the ground. This could be anything from booking the event location, pricing out menus, researching potential speakers, creating posters, or organizing audio-visual needs. Feedback and fresh ideas are always welcome of course!

If interested, or for information, contact Ute:
403-223-5049 - work
403-328-4267 - home
CDAASouth@shaw.ca

To CDAA members who prefer to learn in person rather than on-line or self-study.....

Looking for 14 CDAA members who want to take the required courses to grandfather for CCDP certification.

If you prefer a classroom setting and need these two courses, please consider the following. If we can fill a class, we can lobby the University of Calgary to offer their courses in a central location, such as Red Deer or Edmonton.

Their course format for the theory course is 40 hours in class, 1 Saturday (8:30 - 4:30) and 9 evening classes (6:00 - 9:00 p.m.). The present cost is \$450.



**If interested, please call
Maria – 780-477-8618.**



You are invited...

The National Integrated Delivery Strategy (NIDS) is about to launch a **one-stop shop** to access **career related resources from Canada's industry sectors**.

The Canada Career Consortium (CCC) invites you to attend a 90-minute focus group to evaluate this national website before it is finalized and formally introduced later this year. The project is called **NIDS** and its unique purpose is to provide easily accessible career related **industry sector information** through an **on-line ordering system**.

The focus group near you...

The first 20 respondents for any given area will be accommodated. **Please contact Jan Hollingsworth in Calgary for the location nearest you and to confirm your attendance** (contact information below).

Refreshments and a light lunch will be provided.

Who should attend?

Individuals are being invited across Alberta from the various constituency groups including:

- (1) **users groups:** new Canadians, visible minorities, persons with disabilities, aboriginal peoples, youth, and Francophones
- (2) **service provider groups:** government, education/training organizations, career practitioners, career resource developers and industry associations.

Why should you participate in the evaluation of NIDS?

The feedback that you provide is critical in the customization of the website for Alberta users and service providers. It is important that your voice be heard so that your group's unique needs are addressed.

Provide feedback on-line...

No time for a focus group? No problem! You can peruse the website and provide **on-line feedback**. The URL address is: <http://206.191.37.81/catalogue/nav.cfm>.

The on-line evaluation is another important way your group's voice can be heard. Please note that the website is **under construction**, and therefore has limited actual resources available at this time' is sometimes slow and one cannot actually order resources yet. This will all be addressed by launch.

The purpose of the **on-line survey** and **focus groups** is to provide feedback on visual appeal, navigation and search capabilities, resources classification and overall ease of operation.

Please pass this invitation on to your colleagues.

For more information or if you would like to run your own focus group in your area, please contact:

Jan Hollingsworth, B.A., M.C.S.,
NIDS Co-ordinator (Calgary)
403-249-8414
403-217-8853 fax
journeysinc@shaw.ca



Obstacles don't have to stop you.

If you run into a wall, don't turn around and give up. Figure out how to climb it, go through it, or work around it.

- Michael Jordan

Certification Committee Report

Certification Response

Yes, we have grown and wow! The response to certification has been overwhelming and inspiring. This is a major step for the Career Development Association of Alberta and in Canada. Here is an excerpt from the Annual General Meeting in April, 2005.

Although we see this certification process as a voluntary one, it will set a standard within our field that is currently undefined in Canada. Alberta is prepared to lead this initiative, has the support of the CDAA membership, and has attracted interests across Canada. Within Alberta, we have received numerous inquiries by telephone, list serve and e-mail that show a strong interest and support of this initiative.

It is hoped that this movement will have a positive impact on the caliber of career development services in Alberta by bringing into focus defined criteria that are deemed to be important to the identification of Career Development Professionals. This is important to the CDAA, the government, and the public who will be assured of quality service for individuals who are seeking career development services. This will be a self-governing body which is administered through a Registrar and Governing Body with an Appeals Board under the Executive of the Career Development Association of Alberta.

Throughout the past year the Certification Committee has been revising, completing and getting ready to implement the Certification Process. As you are aware, we have reached this point through step by

step consultation with the members and approval at each step through voting on motions to proceed at the annual AGM meetings and a membership survey in the fall.

Thank You Volunteers!

We could not have been as successful in moving forward without the very valuable contribution of our committee members and I would like to publicly acknowledge and thank this years members: Lynn MacKay and Doreen Kooy, co-chairs, Nell Smith, Shirley McBride, Marlee Maguire, Mayra Castro, and Sharon Toon. Many of these members have been on the committee for many years.

On an historical note we wish to thank those who have provided two years or more to this process. Pamela Lester, Elaine Balych, Rona Fluney, Bev Scheckter, Emma Geoghegan, Patricia Lynch-Ordynec, Wendy Shilling, and Julie Milne. We acknowledge the support of Brian Hiebert and the Alberta Career Development Action Group and the National Standards and Guidelines for their work and support which has significantly contributed to this step.



First Eight CCDP!

This year the pilot process was completed and we are pleased to announce that we have eight Certified Career Development Professionals.

Congratulations to:

**Thom Fielding
Christine Hoveland
Elizabeth Marko
Shannon Mullin
Glenn Severn
Temi Sonuga
Jean Vidal
Margo Wythe**

We are now ready to offer this certification to the general membership of the Career Development Association.

To complete the pilot we applied for and received funding from Alberta Human Resources and Employment as well as the Canadian Standards and Guidelines Steering Committee. Thank you for your support!

We hired an extremely able and experienced Certification Administrator/Registrar, Laurie McCreary-Burke and will be retaining her as the Registrar. Laurie has been invaluable to this process and has counseled and guided us very professionally through every step of the process to this point. Many hours have been put in this year in completing this process.

At the 2004 AGM, three motions were passed that gave us approval to move forward in the process. The outcomes from each of these motions are:

1. To immediately proceed with Step 2 of the CCDP process with the pilot volunteers who have successfully completed Step 1.

We received approval from the executive to act as a temporary governing body and we have now approved 8 individuals as certified career development professionals.

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Certification Cont.

Preamble: Based on feedback from the pilot, we have now “tightened up” some of the criteria and wording so that the criteria are measurable and defensible. Consequently, we presented an amended motion:

- To implement the two-step CCDP process for all members who wish to apply during the 2004-2005 year upon the certification committee making administrative changes to the certification process and criteria and presenting them to the CDAA board (executive) for approval.

Upon presenting changes to the executive it was decided that a membership survey was needed to obtain membership input and approval. This was approved through a mail out survey to the membership in the fall of 2004. We received 86 responses and the motion was passed. This vote further eliminated the need to develop the Indirect Services competencies thought to be needed, and base the CCDP criteria on the 4 Core Competencies of the Canadian Standards and Guidelines for Career Practitioners, plus training and experience in the career development field.

Preamble: Based on the feedback from volunteer applicants, it appeared that a number of potential CCDP’s would not be eligible for certification as it is set out as they primarily provide Indirect Services consequently we made the following motion.

- To begin to develop the set of competencies for indirect

service delivery to clients (using a similar consultative process that was used to develop the direct service competencies).

As previously stated it has now been determined that they will be able to apply for certification under the revised criteria and we will not be developing a set of competencies for indirect service.

When the CDAA certification committee was formed, its mandate was to develop and work on three measurable and achievable steps to recognizing career development as a profession:

- Step 1:** Develop voluntary standards and guidelines for career practitioners
- Step 2:** Develop agreed-upon criteria for professional certification; determine an association approved title; and develop a certification application process.
- Step 3:** Possibly register the profession through the Professional and Occupational Associations Registrations Act (POARA)

As of the AGM, April 28, 2005, the committee had accomplished Steps 1 and 2. With respect to Step3, the committee recommends that we do not proceed with registration through the Professional and Occupational Associations Registrations Act (POARA) at this time.

The committee made the following three motions at this year’s AGM which were passed.

Motion 1: That the Certification Committee become a Governing Body to administrate the Certification Process of Certified Career Development Professionals

(CCDP) and maintain a registry of individuals who become certified. This Governing Body will be responsible to the CDAA Executive and will have its Terms of Reference approved by them.

Motion 2: To set up an Appeals Committee to operate along side the Governing Body as an independent body to hear appeals to the Certification of Certified Career Development Professionals (CCDP). This Board will be responsible to the CDAA Board.

Motion 3: That, as of May 1, 2005, the CDAA offer certification as a Certified Career Development Professional (CCDP) to members of the CDAA in accordance with the approved criteria. This approval will officially launch the registration process.

This is a major development in the growth of the Career Development Association in Alberta and there are many people to thank.

Conclusion:

As of May 1, 2005 members may log on to the Career Development Website/Certification and follow the application guidelines and apply. This officially launched this process and registry. We are proud to offer this to our members and we invite them to apply and to contact us if they have questions or would like to get involved. Please use the website for this purpose.

*Doreen Kooy, Chair
Certification Committee*



The Trail-Hiker's Guide to the Workplace

While weekend and vacation hikes are ostensibly to provide a break from the world of work, I've come to discover that a number of lessons learned on the trail have real value for career development back in the workplace.

Hike with a buddy.

Whenever possible, travel with someone. It can enhance the journey and if something goes wrong, it just might save your life. The same is true with work where our most important assets are our buddies, our relationships with colleagues and the alliances and networks we build. Work teams, quality circles, and formal and informal mentoring programs are all examples of powerful buddy systems at work.

Stay connected – even in your alone time.

If you don't hike with a buddy, make sure someone knows where you are and what your plan is. There are times at work when the creative among us need to be alone to run with an idea, but let your colleagues know what you're up to. Don't shut out the rest of your team. At the outset of a new project, set a realistic schedule of regular meetings appropriate to the task you're working on. That way if you need to meet, the time is protected. If not, you've gained a window of precious free time. Either way, nobody gets left behind.

Know where you're going – sort of.

You might never take it out of your pocket, but you need a map. You need to know where you're starting from and where it is you want to go. There may be a lot of different routes and it's all right to change

your plans as you go along, but it's important to know and focus on your final objective. Make a commitment to your own professional development with a personal career plan and use that framework to check your progress. At the same time, don't be so fixed on where you want to be in five years that you forget to lift your head every so often and look around – things around you may be changing.



Break a long hike into manageable chunks.

Enthusiasm is easier to maintain over the long haul when you can see and measure your results. Set work goals for yourself and your team that are realistic – and be certain to celebrate every success. Setting benchmarks will also let you know early when things aren't working out the way you projected. If that happens there's nothing wrong with going back and starting fresh another day. It takes guts to commit to a work action; it takes greater guts to admit you made a mistake, ask for help and start again.

Doesn't matter who made the mess – clean it up.

Imagine some fool took her dog on the trail without bringing a bag to

clean up after him. Finding Rover's droppings on the trail you have two choices, clean it up or leave it for someone else to step in. Sometimes in the office we're faced with the results of someone else's mistake or just plain laziness. Don't worry about whose fault it is. If you can fix it, do. Not only will you exemplify positive leadership to those around you, you'll make your own life easier.

Everything has etiquette.

Leave nothing but your footprints. Be prepared. Keep your voice down. Use your cell phone only in an emergency as nobody wants to hear you talking to your broker while they're trying to commune with nature. This is the etiquette of hiking. All organizations have their own etiquette or ways of being that reflect and reinforce their culture. Sometimes workplace etiquette is explicit – you can learn it from the mission and values statements or the employee manual. Other times it is implicit and is learned through experience, observation and asking questions. Learn the rules of the organization where you work or want to work and start to live them.

The person expending the most energy has priority.

When a hiker going uphill meets a hiker heading down, usually the hiker going down yields the right of way so the hiker going up can keep momentum and maintain aerobic level. One of the most enabling things you can do as a team member and as a leader is to recognize the hardest workers in your group and support them by getting out of the way. Maximize their efforts by clearing obstacles from their paths. Review and rethink your practices around meetings, timelines and reporting.

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The Hiker's Guide continued

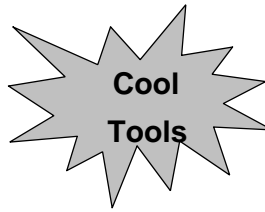
Sometimes basic is beautiful.

Your battered, brown hiking boots may be the only footwear with less than a 3½-inch heel in your entire closet. But there are times when absolutely nothing else will do. Solutions don't have to be complicated or experimental to be effective. In the workplace, real innovation respects and builds on the things that are already working. What's most important is to gather the right people and the right tools for the job.

Lastly, remember that just as your leg muscles will be stronger if you make a point to exercise them year-round, rather than just when on vacation, your teamwork and leadership skills will also become stronger and work more effectively with regular use. Enjoy the trails.

Wendy Magahay is an educational project manager, writer and hiker living in Victoria, British Columbia. Wendy can be reached via e-mail at magahay@shaw.ca.

This article first appeared in The Globe and Mail, April 1, 2005 and is reprinted here with permission of the author.



Need some icebreakers and facilitation exercises? Each month the Contact Point Flash e-newsletter highlights a different "Cool Tool". Here is a sample:

My N.A.M.E.

This is...An activity in which participants introduce themselves by presenting their first names as acronyms.

The purpose is... Everyone knows everyone else's name and some interesting things about each other. That information may prompt some small talk later.

Use this when...

- one or more of the individuals' names are not known
- individuals do not know each other very well
- you don't have prep time and/or materials for anything more elaborate.

Here's how...

Give the group 5 minutes to think of interesting facts about themselves that correspond to the letters of their first name. Have each participant share his or her acronym.

For example...

"Hi, I'm Logan. L for Led Zeppelin, one of my favorite rock groups. O is Ohio, which is where I live. G is for German, the only foreign language I know. A is for Aunt Wendee, my favorite relative. And N is for Nice, because I'm a nice guy!"

Ask these questions...

- Why is it important to us to know each other beyond a purely work-related context?
- How difficult (or easy) was it to share information about yourself with others?
- How can we learn more about each other back on the job?

Tips for success...

- If participants get stuck, tell them they do not have to follow the rules strictly. For example, "L" can be for Loving chocolate, Loving chess, Loving snow, and so fort. Be prepared to share your own acronym as an example for the group.
- You may use this activity to just get acquainted or get a meeting started without asking the debrief questions afterwards.

Try these variations...

Instead of acronyms about themselves, have the participants make acronyms from their first names that correspond to the kind of work they do (customer service, research, etc.) or a current project they are working on or a problem they collectively face (you may be surprised at a few creative ideas for resolution!).

Source:

Quick Team-Building Activities for Busy Managers
Brian Cole Miller
Amacom, 2004
0-8144-7201

If you are interested in viewing additional workshops and facilitation materials, check out the Cool Tools section on the Contact Point website:

www.contactpoint.ca/article.pl?sid=05/05/25/1510222.



BTT 2005 Keynote Presentations

Steve Donahue

When the Road Ends The Journey Begins

Steve Donahue provided a stimulating opening keynote for BTT 2005, modulated with drumming and stories about his desert travels and what he learned along the way. He stated that “career is like a desert – it just goes on” and then gave us some “rules of desert travel” to apply:

- **Follow a compass not a map** – let our inner guidance system give a sense of direction. Find the deep currents of passion throughout our lives and follow them.
- **Stop at every oasis** – unload the burden you are carrying and connect with others on the same journey. Learn to build walls around essential oasis times and find ways to connect with fellow travellers – it could save your life.
- **Seek support sooner or risk rescue later** – we can’t do it all alone. We need to share gifts.
- **Choose to step away from the campfire where it’s comfortable** – instead get comfortable with being nomads. “Keep heading in the right direction and you will end up in interesting destinations.”

On the career journey, it’s how you travel that makes all the difference. Steve travels with wisdom, enticingly packaged in music and audience participation.

*Reviewed by Pamela Lester,
Career Architect, Innovative Learning Services, Calgary Board of Education*

Dave Redekopp

Gumption, Discipline and Career Development

Isn’t it refreshing to hear a motivational speaker use words like “gumption”, “discipline” and “sticktoitness”? You know immediately, that the talk is going to be practical and chalked full of everyday antidotes with which you can identify.

In his speech, Redekopp clearly outlined the lack of gumption he is seeing in today’s workforce. This lack of courage and initiative results in what has often been referred to as “learned helplessness”. Also related to gumption is the characteristic of discipline. This is the drive that forces us to do things that do not come naturally to us. It is these qualities that help us convert our wishes into reality.

What are Redekopp’s suggestions for overcoming this learned helplessness? Optimism, positive self-talk, setting high expectations for ourselves and a healthy dose of fun are cited as ways to increase our gumption and discipline.

Redekopp also talked about “withitness” as the ability to be aware of our environment and our impact on it. He expressed his concern with some workers lack of “withitness” by citing the example of people often wanting to be leaders without looking back to see if anyone is following. His best advice for developing “withitness” is to follow the teachings of Carl Rogers by becoming more aware of your inner self. Excellent ways to do this are through sports, drama

(specifically improv), and by asking for constructive feedback. Thanks for sharing your thought provoking and useful ideas with us.

*Reviewed by Marlee Mcquire,
Career Education Specialist
Archbishop O’Leary High School,
Edmonton*



Cheryl Cran

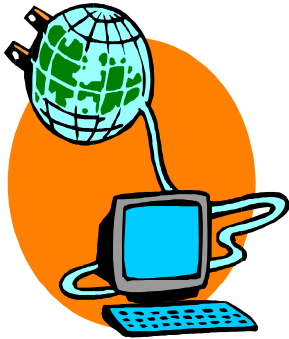
*Say What You Mean – Get the Results You Want**

Cheryl used humor to engage the audience and get them participating, even though it was the third day of a three-day conference and a smaller crowd. She demonstrated very clearly that a sense of humor is essential to being a good communicator – it relaxes the other person and opens the door for communication to take place.

Instead of the ‘usual’ communication skills presentation, she focused on how communication is the cornerstone of change, and all of her messages led to that: manage expectations with clarity, the power of choice, listen with ‘presence’, the importance of ownership, the power of assumptions, connections, and the power of words. She finished off the hour with another exercise that engaged the audience (10 things a cat and a refrigerator have in common), and left us all laughing.

*Reviewed by Carol Whitney
Career Consultant for Alberta
Human Resources and Employment,
Medicine Hat*

Working the Web



In view of the theme at BTT, *Shifting Sands*, I want to offer you some web based resources or access to material via the web about change, transition or renewal. I started by visiting ALIS looking for some Career Shop materials that may be new or are worth revisiting. Many are available as PDF files so you can preview them before ordering.

Change and Transitions

Change is all around us, every day. Sometimes we want change in our life, and we make it happen. But sometimes change happens when we don't want it. This book explores change and the emotional transitions and stresses that go with it. Full of examples, exercises, practical tips and strategies, **Change and Transitions** encourages us to make the most of change.

Alberta Careers Update 2004

This book looks at the global and provincial trends affecting Alberta's economy and society. These trends have an impact on occupations in the province and can affect career planning decisions. An Occupational Outlook section includes projections for over 500 occupational groups.

Creating a New Future: the Job Loss Workbook

This was updated in 2004 so if you haven't seen the new version it's time to take a look at it.

A Guide for Mid Life Career Moves

Find yourself looking for work in midlife? This guide can help you move forward, one step at a time, until you are able to see your way ahead more clearly. Look at change and identify how to take advantage of positive characteristics associated with older workers. Consider your financial needs as you develop a sense of career direction, and explore non-traditional work alternatives and ways to find unadvertised work opportunities. Look at how to use your existing skills and learn new skills that don't require long training programs. Take advantage of the work search resources, programs and services available in your community.

Finding Out: An old favourite.

Trying to decide what to do next? To make the best decision, you'll need to find out all you can about your options. This book makes information gathering easy. Start with an inventory of your desires, interests, skills and values. Then list career options that match. What education is required? What skills? What else do you need? Once you know the questions, this book shows you where to look for answers. Full of tips and examples of real people using research to:

- Check out the Sector Councils Website
http://www.hrsdc.gc.ca/en/hip/hrp/corporate/init_sector.shtml. Keeping up with which work sectors are HOT or Not

- **Job Hunter's Bible** editor Richard Bolles of What Color is Your Parachute fame; Always current if from a U.S. point of view:
<http://www.jobhuntersbible.com/>.

This is worth a look if you haven't been there recently; when I took the CD Certificate, Parachute was the textbook for one of the courses.

Targeting Students and Youth

The various levels of government support web based and in person services all over the province.

The Federal website is:

<http://www.hrsdc.gc.ca/en/gateways/individuals/audiences/sy.shtml> and includes everything that you wanted to know about career planning and were afraid to ask.

Jobs Etc. <http://www.jobsetc.ca>

Youth Connection Alberta

<http://www3.gov.ab.ca/hre/youthconnections/>

Calgary Youth Employment Centre

<http://www.nextsteps.org>

Job Search Students of all ages

http://www.jobbank.gc.ca/Search_en.asp?ProvId=09&Student=true
(Hire A Student)

Continued on page 15

Working the Web is a regular feature of Career Momentum, submitted by Vicky Driver, Career Practitioner, Calgary Board of Education

Steps to Developing a Professional Development Plan

A professional development plan is a tool to help you achieve your professional learning and development goals. It is a systematic approach that translates goals into concrete action steps and helps you stay on track to achieve these goals.

How to proceed:

1. Determine Your Goals

Your goals should be concrete enough to guide your change and growth. For example, rather than a vague statement such as "I want to improve my communication skills", say "I want to have the skills to clearly organize information and present it to large audiences".

2. Identify Methods for Learning

There are many methods to reach your professional development goals. Consider using a combination of these methods:

Formal learning opportunities such as courses, seminars, workshops or conferences

Self-directed learning using videos, audio tapes, on-line sources, CD Rom resources, books or journals

On-the-job experiences such as volunteering, job shadowing, taking on new assignments or projects, participating in committees or cross-training

Small group learning opportunities through discussion groups, professional organizations or special interest groups

Accessing a mentor or coach to provide you with individualized support and direction

Acting as a mentor or coach to support and assist others in your professional field

3. Identify Measurable Outcomes

Think through what or how you want to be different as a result of your professional development efforts and how you will measure these changes. It is also useful to identify how your employer may benefit from your involvement in these activities.

4. Create a Portfolio to Track Your Accomplishments

As you work towards your goals, collect evidence of the activities you have participated in. Having a visual record of your accomplishments can be motivating and affirm your desire to continue to work towards your professional development goals. Consider sharing your portfolio with your supervisor at your next performance review. There is no better way to provide evidence of your professional development, growth and learning.

For more ideas to support you in developing your professional development plan, read these articles:

Build a More Meaningful Career
http://www.quintcareers.com/meaningful_career.html

"You must go after your wish. As soon as you start to pursue a dream, your life wakes up and everything has meaning."

-- Barbara Sher

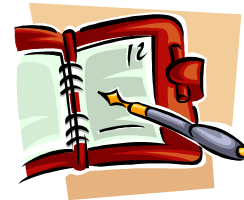
Using a SWOT Analysis in Your Career Planning

http://www.quintcareers.com/SWOT_Analysis.html

The Value of a Mentor

http://www.quintcareers.com/mentor_value.html

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The “Roving Reporter” at BTT

The editorial team asked BTT participants to respond to the following:
Complete this sentence:

One thing I learned or enjoyed at BTT 2005 is.....

Here is what we heard.

Steve Donahue’s keynote address – very inspiring.

Karen MacDonald – Lethbridge

No end to exciting possibilities after listening to many wonderful presentations. This is the first time I have attended this conference.

Sandra Keele - Calgary

Getting ideas that I can use as a new career counselor in a high school.

K. Anderson - Edmonton

Learned ... the importance of “building a wall” around the oasis – whether it be my personal oasis or the time a student spends with me. Enjoyed... reconnecting with old friends and meeting some amazing people from Alberta and across the country. Lots of email follow-ups coming with information sharing.

Linda Beadle - Calgary

In order to be a good/effective career practitioner and assist our clients along their journey of life we need to know and accept where we are in our life journey. This year the BTT helped us to achieve that.

Thank you.

Jeannette Karasiuk – Fort St. John

Change/growth.

Gene Bradler, Edmonton

Going to the Person Centered Career Planning session allowed me to reflect on the planning style I use and see how person centered career planning may help some clients that need that extra support.

Steven Healy - Lethbridge

Steve Donahue’s keynote was so uplifting – it gave me “permission” to relax through changes and transitions....and he was fun too!

Mariette deBruyn, Barrhead

That failure should be celebrated and learned from.

Sher - Calgary

Talking with other career practitioners about what they do - networking!

Rose von Schilling – Yellowknife

Great job! I love the new format with some real “meat”/info. to read.

– *Marlee*

The journey through the Sahara Desert “shifting sand”.

Kathrin Indermaut, Baden Switzerland

Being inspired. Many care.

Resources are available to help.

Lorraine Jackson, Lone Pine, AB

Anonymous submissions:

- Steve Donahue was a dynamic choice of speaker, great challenges.
- The expanded resource fair.
- Reconnecting!
- Learning about new initiatives, new people, services and resources. Build energy for the year ahead. Build links with other CDAA members.
- I thought Steve Donahue was exceptional!!!
- The exciting developments in job shadowing programs in Alberta. Dale Gullekson’s work is solid and materials very usable. I look forward to seeing this implemented in Calgary.

"Everyone has inside himself a piece of good news! The good news is that you really don't know how great you can be, how much you can love, what you can accomplish, and what your potential is!"

-- Anne Frank

Destiny

His name was Fleming, and he was a poor Scottish farmer. One day, while trying to make a living for his family, he heard a cry for help coming from a nearby bog. He dropped his tools and ran to the bog. There, mired to his waist in black muck, was a terrified boy, screaming and struggling to free himself. Farmer Fleming saved the lad from what could have been a slow and terrifying death.

The next day, a fancy carriage pulled up to the Scotsman's sparse surroundings. An elegantly dressed nobleman stepped out and introduced himself as the father of the boy Farmer Fleming had saved.

"I want to repay you," said the nobleman. "You saved my son's life."

"No, I can't accept payment for what I did," the Scottish farmer replied waving off the offer. At that moment, the farmer's own son came to the door of the family hovel.

"Is that your son?" the nobleman asked.

"Yes", the farmer replied proudly.

"I'll make you a deal. Let me provide him with the level of education my own son will enjoy. If the lad is anything like his father, he'll no doubt grow to be a man we both will be proud of." And that he did. Farmer Fleming's son attended the very best schools and in time, graduated from St. Mary's Hospital Medical School in London, and went on to become known throughout the world as the noted Sir Alexander Fleming, the discoverer of Penicillin.

Years afterward, the same nobleman's son who was saved from the bog was stricken with pneumonia.

What saved his life this time? Penicillin.

The name of the nobleman? Lord Randolph Churchill. His son's name?

Sir Winston Churchill..

Someone once said: What goes around comes around.

Work like you don't need the money.

Love like you've never been hurt.

Dance like nobody's watching.

Sing like nobody's listening.

Live like it's Heaven on Earth

Seeking an Editor for Career Momentum



Do you enjoy finding and saving interesting tid bits that would be useful to share with others?

Do you enjoy laying out information in an engaging manner?

Do you have about 10-12 hours to contribute to CDAA four times a year?

Do you want to make a contribution to the association while also accumulating continuing education credits towards your CCDP certification?

Then editing Career Momentum is for you!

- We have a newsletter template to make the process simple.
- We have a capable administrator who lays out content for your final editing.
- We have regular contributors.

To learn more about what being the Career Momentum editor involves, you can contact any of:

Pamela Lester:

ptlconsulting@shaw.ca

- Sandra Hebert:

scribeco@shaw.ca

- Kristen Cumming:

kristenc@telusplanet.net

A Review: The Positive Change Cycle

The Canadian Career Development Foundation publishes Food for Thought articles for Working ConnectionThe Pan-Canadian Symposium On Career Development, Lifelong-Learning and Workforce Development, which are available on the website: www.crcCanada.org/symposium



Here is a brief review of the May 18, 2005 Food for Thought #17 article:

The Positive Change Cycle

By Kris Magnusson University of Lethbridge

This article presents a comprehensive framework for evidence based career development practice. Kris' article explores in detail the Process Components within such a framework. His model attempts to identify what process components of effective career interventions actually result in client change. He suggests it may be these we need to learn to measure and so presents a very encouraging and challenging direction.

Magnussen describes "a process that would help move people from "mistaken goals" – that is, organizing life scripts that usually created feelings of annoyance, anger, frustration and apathy – towards the "positive goals" – life scripts that

yielded a sense of personal pride, excitement and satisfaction in life. The process developed became known as The Positive Change Cycle."

The Positive Change Cycle has four major components, which are interrelated and sequential.

These four process components lead to client change:

1. Commitment – Hope
2. Information – Changed Attitudes
3. Skilled practice – Confidence
4. Planning – New Goals

He describes each component in detail, and states, "The Cycle of Positive Change is a simple model that can be used to guide the principles behind effective change interventions, at individual and group levels."

Check out this article online at www.crcCanada.org/symposium . Click "past and current initiatives" and then "Pan-Canadian symposium". Then choose "food for thought articles" from the lefthand column.



Working the Web Continued

There is something NEW from Alberta Human Resources and Employment. They are not necessarily about change, however, you may not have discovered these publications:

A Guide to Rights and Responsibilities in Alberta Workplaces
Legislation specifies many of the rules that must be followed in Alberta workplaces by both workers and employers. If you are new to the workplace or an employer with a small or medium sized business, this publication can help you find answers to questions about employment standards, health and safety, human rights and workers' compensation procedures. Listed phone numbers and websites direct you to contact people and information to help you stay within the rules.

Working in Alberta Have you obtained your education and skills training outside of Canada? Do you need to make some decisions about your work life in Alberta? Then this guide could help you get started.

Working in Alberta can help you research your occupation in Alberta, look at other work alternatives and become familiar with the Alberta workplace. You'll find information on topics including recognition of international qualifications, registration and certification, occupational information, career management, job search skills and the labour market. It also includes information about the agencies, professional organizations, government departments, websites and publications that can help during this period of transition.

Careers In Site:
www.alis.gov.ab.ca/careerinsite/home.asp

Editor's Corner

The Roving Reporter at BTT

Our editorial team asked two questions at BTT through feedback cards at the CDAA booth in the Resource Fair and through personal contact in sessions:

- One thing I learned or enjoyed at BTT 2005 is.....
- One thing I would like to see in the newsletter is

Thank you to all who contributed their thoughts to our "Roving Reporter" column.

Editor's Farewell

This editorial team is saying farewell to Career Momentum. We have enjoyed working with Gail Van Eerden to publish this newsletter over the past two years. But it's time to pass the torch! **Thank you** to all our contributors. We can't produce a useful communication tool for our membership without you! Please continue your support for the new editorial team!

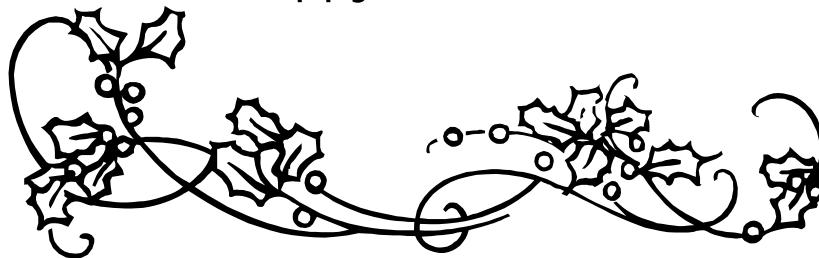
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Seeking New Editor(s)

If you are interested in becoming the new editor of Career Momentum, please contact Kristen Cumming, Communications Chair of the CDAA executive at: **kristenc@telusplanet.net**. With regular established 'beats' and formatted newsletter template, the job is not onerous. It can add great continuing education points toward your certification!

Happy Summer!



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Co-editors: Sandra Hebert and Pamela Lester

Submissions can be sent to **scribeco@shaw.ca** or **ptlconsulting@shaw.ca**.
The opinions expressed in this publication are not necessarily those held by CDAA.
We reserve the right to edit all submissions.