

## 2016 – 2017 Professional Development Activities

### *Career Guidance*

Name	Content Area
School/ Institution	Home Address, City, State, Zip Code
Email Address	School Address, City, State, Zip Code
Home Phone	Number of Credits Requested ( <i>Maximum 5 credits</i> )

**Important Information:**

- Activities to be completed between July 5, 2016 – July 4, 2017
- **Due Date is July 17, 2017**
- 1 credit = 15 hours of professional development
- 1 credit costs \$59.00

Send this form and documentation to:

Lauren Jones  
 CCCS  
 9101 E. Lowry Blvd  
 Denver, CO 80230-6011  
[Lauren.jones@cccs.edu](mailto:Lauren.jones@cccs.edu)

### Career Guidance Activities

X	Dates Offered	Complete Date	Activity	Number of Hours	Requested Hours	Documentation Needed	Resources
	July 2016		Attend the CACTE Conference + Division Day	5		Document, Save and Submit along with this form when you're ready	<a href="#">CATCE Website</a>
	Fall/Spring Semester		Attend the annual CCR Symposium on ICAP	2		Document, Save and Submit along with this form when you're ready	<a href="#">ICAP Trainings</a>
	Fall/Spring Semester		Become a member to CACTE and Guidance & Career Development Division	5		Document, Save and Submit along with this form when you're ready	<a href="#">CATCE Website</a>
	Fall/Spring Semester		Choose to hold a leadership position within the Guidance and Career Development Division of CACTE	15		Document, Save and Submit along with this form when you're ready	<a href="#">CATCE Website</a>

X	Dates Offered	Complete Date	Activity	Number of Hours	Requested Hours	Documentation Needed	Resources
	Fall/Spring Semester		Become a member to ACTE and their Guidance & Career Development Division	5		Document, Save and Submit along with this form when you're ready	<a href="#">ACTE Career Guidance Website</a>
	Fall/Spring Semester		Introduce yourself to, Chat with and/or have lunch with a <i>CTE Instructor</i> (from your building, district or region)	5		Document, Save and Submit along with this form when you're ready	<a href="#">Colorado CTE Webpage</a>
	Fall/Spring Semester		Introduce yourself to, Chat with and/or have lunch with a <i>Postsecondary Advisor or Career Counselor</i> (in your district or region)	5		Document, Save and Submit along with this form when you're ready	<a href="#">College and Career Readiness Resources</a>
	Fall/Spring Semester		Complete and Submit (begin process) of CTE Specialist Endorsement for School Counselors through CDE	5		Document, Save and Submit along with this form when you're ready	<a href="#">Colorado CTE Specialist Checklist</a>
	2016-2017		Enroll in EDU 250: CTE in Colorado	10		Document, Save and Submit along with this form when you're ready. Make suggestions for how to encourage other School Counselors to take EDU 250 and pursue Endorsement	Please email <a href="#">Lauren Jones</a>
	October 2016		Attend CCDA Conference	8		Document, Save and Submit along with this form when you're ready	<a href="#">Colorado Career Development Website</a>
	November-2016		Attend CSCA Conference	8		Document, Save and Submit along with this form when you're ready	<a href="#">Colorado School Counselors Website</a>
	December, 2016		Attend CCHS/CR Conference	8		Document, Save and Submit along with this form when you're ready	<a href="#">Colorado Council on High School and College Relations Website</a>
	January - June 2016		Serve as a Judge at at least 1 CTSO event this Spring Semester	8		Document, Save and Submit along with this form when you're ready. Be specific to your judging experience	<a href="#">Colorado CTSO Informational Webpage</a>

X	Dates Offered	Complete Date	Activity	Number of Hours	Requested Hours	Documentation Needed	Resources
						and how School Counselors can get more involved	
	February-17		CTE/CSCA and CCHS/CR Day at the Capital	8		Create a promotional statement or item to promote Career Guidance and CTE in Colorado that can be sent to legislators	<a href="#">Colorado Counselors Trainings Calendar</a>
	February-17		Attend CACTA Conference	8		Document, Save and Submit along with this form when you're ready	Please email <a href="#">Lauren Jones</a>
	February through June 2016		Create & Build a Plan of Study for your school/district programs highlighting intentional career goals and outcomes to exhibit ICAP meaningfulness + PWR going cultures	5		Document, Save and Submit along with this form when you're ready	<a href="#">Colorado Career Clusters Webpage</a>
	February through June 2016		Create, Build and submit an exemplar Promising Practice - one you would utilize yourself for meaningful ICAP implementation	5		Document, Save and Submit along with this form when you're ready	<a href="#">Colorado Department of Education Postsecondary ICAP Webpage</a>
	February through June 2016		Submit a proposal for conference workshop/training to promote CTE and innovative Career Guidance efforts - paying special attention to CTE/Counselor Collaboration	5		Email Lauren and tell her where you were and when: <a href="mailto:lauren.jones@cccs.edu">lauren.jones@cccs.edu</a>	Please email <a href="#">Lauren Jones</a>
	January - June 2016		Nominate yourself and/or your district or school as an ICAP Awardee	5			<a href="#">Colorado Department of Education Postsecondary ICAP Webpage</a>

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	November 2016		2016 CTE Regional Meeting Attendance	15		Completed Program of Study document for 1 program pathway	
			Other-Must be approved by the Program Director before applying for credit				Please email <a href="#">Lauren Jones</a>