



North Carolina Community College System

MEMORANDUM

January 13, 2006

To: Deans and Vice Presidents of Student Services
Career Counselors

From: Pamela Little, Associate Director
Student Development Services

Subject: Career Services Training

Student Development Services is pleased to announce a Career Services Training event sponsored by the North Carolina State Occupational Information Coordinating Committee (NC SOICC). This will be an opportunity to gain valuable training on career resources provided by SOICC. SOICC will provide training on “Career Choices User’s Guide”, “The Real Game”, “NC Careers Professional Guide”, and more. National Board Certified Counselor (NBCC) credits will be available. There will be time to network as well as a Question & Answer session.

Please see the attached agenda and registration form. Registration forms are due by **February 7, 2006**. The training will be held from 10:00 a.m. – 3:00 p.m. at the locations below.

- Tuesday, February 14, 2006**
Asheville-Buncombe TCC
Haynes Conference Center on Enka Campus
- Friday, March 3, 2006**
North Carolina Community College System Office
Gregory Poole Conference Room 5th Floor
- Friday, April 28, 2006**
Pitt Community College
Leslie Building Room 143

CC06-008
E-mail

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Career Counselors
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There is no registration fee, however lunch will be at your own expense. For more information, please contact me at (919) 807-7106 or via email littlep@nccommunitycolleges.edu.

We appreciate your participation.

cc: Presidents
Dr. Delores A. Parker
Mr. Ken Whitehurst
Mrs. Wanda White
Mrs. Elizabeth Brown
Mrs. Judy Woodson-Bruhn
Dr. Jacquelyn Harrison

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Agenda Career Services Training
NC SOICC Career Development Products & Services Overview

10:00–11:30 a.m.	<p>Introductions</p> <ul style="list-style-type: none"> Ⓢ Overview of Agenda: the 2005 NC SOICC User Survey Ⓢ A brief review of NC SOICC's online career resources for adults (www.ncsoicc.org) Ⓢ The Real Game Series...uses and benefits Ⓢ How these resources assist others with career change 	<i>PowerPoint presentations, Q&A</i>
11:30–1:00 p.m.	Lunch on your own	<i>Places to go</i>
1:00–2:00 p.m.	<p>Career Choices User's Guide</p> <ul style="list-style-type: none"> Ⓢ Distribution of the 192 page guide Ⓢ Guided discussion of how the seven sections address career development 	<i>Guided discussion</i>
2:00–2:15 p.m.	Break	<i>Networking opportunity</i>
2:15–3:00 p.m.	<p>NC Careers and NC Careers Professional Guide</p> <ul style="list-style-type: none"> Ⓢ Uses and benefits of NC Careers (and the Professional Guide) Ⓢ Focus on the education and training module at www.nccareers.org. 	<i>PowerPoint presentations, Q&A</i>

2006 Dates & Locations

Feb. 14: Asheville-Buncombe CC **March 3:** NCCCS Office **April 28:** Pitt CC

Available credit: 3 CEUs
Registration details to follow

Career Services Training

REGISTRATION FORM

Deadline for registration is February 7, 2006.

COLLEGE: _____

Address: _____

ATENDEES

Name: _____

Title: _____

Telephone: _____ Email: _____

Name: _____

Title: _____

Telephone: _____ Email: _____

Please check location.

- Tuesday, February 14, 2006 at Asheville-Buncombe TCC
- Friday, March 3, 2006 at NCCCS Office
- Friday, April 28, 2006 at Pitt CCC

Please send forms to:

Pamela Little

NCCCS

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