

# Training and Supervision for the Next Generation of Career Counselors

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*Global National Career Development Conference 2015*

# Agenda

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- Introduction and context
- External guidelines and standards
- Training new supervisors
- Strategies for professional development
- Challenges in training and supervision
- Sample materials

# Context and Setting

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- 4-year, Division I, Public Research University, 40,000 students
- M.S./Ed.S. CACREP-approved career counseling and mental health counseling programs in College of Education
- Total career counseling enrollment: 8-10; Admit 6-10 students per year
- Program also includes counseling psychology and school psychology
- Career Center's ongoing commitment to support career counseling students with graduate assistantships



# External Group Standards & Guidelines

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- CACREP vs. APA standards vs. Licensure Boards
- Cooperative relationships with program faculty
- Site supervisor orientation and training
- Communicating to site supervisors specific requirements

*(e.g., site supervisor orientation record keeping, evaluation, etc.)*



# CACREP Requirement Areas

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- supervisors
- supervision
- practicum vs. internship
- supervisor orientation & training
- site supervisor surveys
- self-report vs. taped
- summative and formative evaluations

CACREP 2016 STANDARDS – VIEW WEB SITE!

# CACREP – Section III

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A. Program faculty members serving as individual or group practicum/internship supervisors must have the following:

- 1. A doctoral degree and/or appropriate counseling preparation, preferably from a CACREP-accredited counselor education program.
- 2. Relevant experience and appropriate credentials/licensure and/or demonstrated competence in counseling.
- 3. Relevant supervision training and experience.

# External Groups

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B. Students serving as individual or group practicum student supervisors must meet the following requirements:

- 1. Have completed a master's degree, as well as counseling practicum and internship experiences equivalent to those in a CACREP-accredited entry-level program.
- 2. Have completed or are receiving preparation in counseling supervision.
- 3. Be supervised by program faculty, with a faculty-student ratio that does not exceed 1:6.

# External Groups

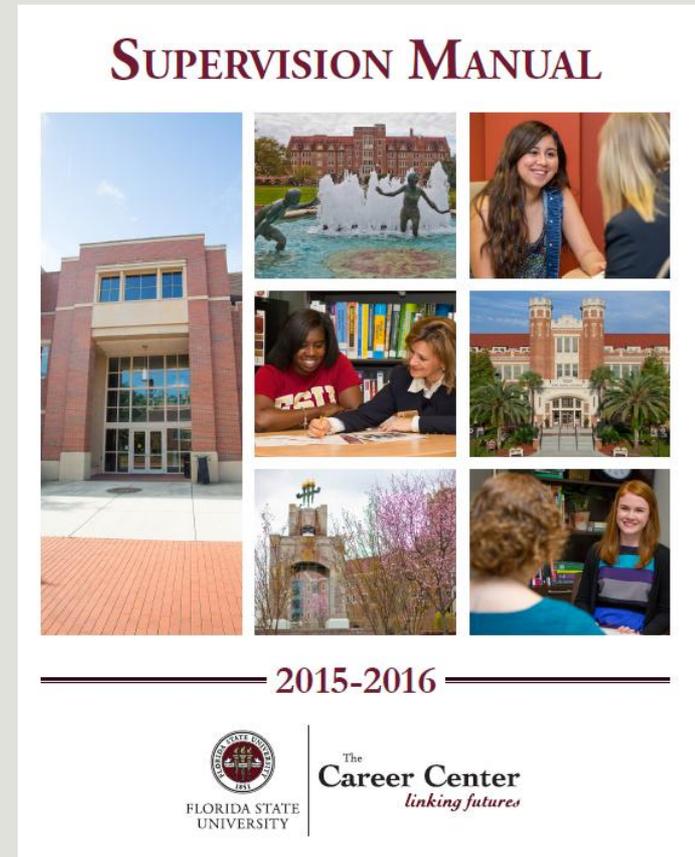
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- C. Site supervisors must have the following qualifications:
- 1. A minimum of a master's degree in counseling or a related profession with equivalent qualifications, including appropriate certifications and/or licenses.
  - 2. A minimum of two years of pertinent professional experience in the program area in which the student is enrolled.
  - 3. Knowledge of the program's expectations, requirements, and evaluation procedures for students.
  - 4. **Relevant training in counseling supervision.**

# Training New Supervisors

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- Overview and context
- Supervision manual
- Supervision boot camp
- Resource development



# Supervision Boot Camp

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- Eligibility
  - ~Completion of career advisor training
  - ~Meets CACREP and external group standards
  - ~New career advising and counseling staff
  - ~Commonly advanced doctoral students
- 6 weekly group trainings/meetings
- Completion of supervision training checklist
- Pre/post test evaluation

# Methods of Supervision

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- One-on-one
- Triadic
- Distance/online supervision
- Supervision of supervision
- Staggered methods for new supervisors



# Strategies for Supervisors' Professional Development

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- Individual Learning Plans (ILP)
- Supervision contract
- Writing collaborations
- Supervision Summit
- Supervision evaluation form
- Presentations and workshops
- Career Advisor meetings

**Career Advisor Individual Learning/Staff Development Plan**

Activity	Priority	Resources Needed (If Applicable)	Target Date for Completion	Purpose/Outcome

Career Advisor \_\_\_\_\_ Supervisor \_\_\_\_\_ Date \_\_\_\_\_

# Examples for Supervisors' Professional Development

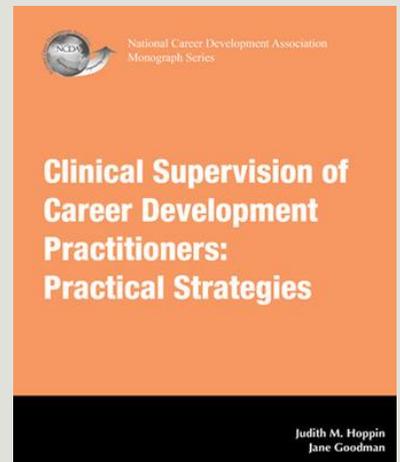
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- Resource development
  - ~Basic counseling skills checklist
  - ~Training videos of informed consent, etc
  - ~Client safety plan handout
- Conference attendance / professional associations
- Development of professional disclosure statement
- Involvement in supervision boot camp
- Safe Zone / Social Justice Trainings

# Ideas for Current Supervisors' Professional Development

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- NCDCA Training
  - ~*Clinical Supervision for Career Counselors and Other Practitioners (45 hours)*
- NCDCA Monograph
  - ~ *Clinical Supervision of Career Practitioners: Practical Strategies*
- Approved Clinical Supervisor (ACS)
  - ~*CCE/NBCC's Approved Clinical Supervisor Online Training (30 hours)*



# Supervisor Survey, Spring 2015

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What tools, resources, etc., are most helpful to you in providing career advisor supervision?

- ~Individualized Learning Plans
- ~Supervision manual
- ~Supervision notes
- ~Video review and session clients
- ~Extra resources on site (handouts, books, etc)

# Supervisor Survey, Spring 2015

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What are your biggest challenges in providing career advisor supervision?

- ~Time to review video, journals, notes, etc
- ~Helping new supervisees understand supervision
- ~Dual roles and relationships
- ~30 minute supervision vs. 1 hour supervision

How could the Counseling & Advising staff better assist you in your career advisor supervisory role?

- ~Streamline the supervision contract
- ~Video examples of common tasks
- ~Additional monthly trainings

# Challenges in Providing Training & Supervision

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- Finding collaborative sites
- Credentials/qualifications of site supervisors  
~“unevenness” in site supervision
- Time commitments of students and supervisors
- Nature of client interaction--self report vs. taped individual sessions

# Challenges in Providing Training & Supervision

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- Dual roles and relationships
- Administrative vs. clinical supervision
- Meeting site vs. faculty/ accreditation requirements/ expectations
- Gatekeeping/ evaluation challenges

# Sample Materials

- Supervision contract
- Supervision training schedule
- Supervision training checklist
- Supervisor evaluation form

**Supervisor Evaluation**

CA's Name: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_

Semester/Year: \_\_\_\_\_

Please rate your supervisor on the following dimensions using the scale provided. Use N/A for anything you feel is not applicable.

	Never 1	2	3	Often 4	5	6	Always 7	N/A
Structured supervisory sessions								
Provided useful feedback								
Encouraged active involvement								
Helped process session content								
Assisted with integration of theory and practice								
Maintained focus								
Conveyed competence								
Encouraged questions								
Was supportive								
Challenged supervisee								
Encouraged self-evaluation								
Focused on behaviors								
Provided suggestions								
Maintained flexibility (e.g., scheduling goals, plans for session content)								
Helped with definition and achievement of goals/ILP projects								
Conveyed respect and acceptance								
Addressed ethical issues								
Discussed diversity/multiculturalism								

**Additional Comments:**

Please comment on the overall quality of your supervisory experience:

# Discussion

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- Reactions?
- Thoughts on how this information connects with your work in supervising and training career practitioners?
- Areas for Growth?
- Questions?

# Thank you!

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- Contact us if you would like to connect further
- Sample materials available for review
- References and resources handout available
- Enjoy the rest of the conference!