



CURRENT EVENTS

Special points of interest:

- News from NCDA
- "Rev Up Your Resume" Review
- Fun Places to Meet Clients
- Resume Update Tips
- Member Book Reviews

Inside this issue:

Current Events	1-2
Corner Resources	3-5
Book Reviews	5-6
CCDA Connections	7
Upcoming Events	8
New Members	9

Planned Happenstance: A "Curiously" Good Time

Kathleen Mitchell Workshop a Resounding Success, by Lisa Severy

On Friday, October 28th, CCDA was pleased to present Kathleen Mitchell discussing Planned Happenstance and the role of curiosity in today's career development. There were about seventy-five people in attendance at Johnson & Wales University in Denver representing various areas including higher education, workforce centers, K-12, and private practice.

Kathleen led an interactive workshop that began with an exploration of myths surrounding career counseling and the expectations of career counselors. She discussed a common counselor dilemma of wanting to reduce people's anxiety over indecision by quickly moving to options- which does help to reduce anxiety but actually cuts off people's

energy and excitement about the exploration stage of the process. By throwing out job titles, we essentially cut off the role of curiosity.

In order to illustrate the power of curiosity, Kathleen sent people out on curiosity quests all over campus. Participants returned with wonderful stories that illustrated how opportunities grow from curiosity.

Participants rated the day-long seminar very highly. They enjoyed the interactive nature of the presentation and Kathleen's energetic style. Most of all, people felt that they could easily apply the presented concepts into their daily practice with clients.

Mark your calendar for CCDA's next scheduled event—the annual Spring Conference. Currently Mi-

chael E. Hall and Rich Feller, both internationally recognized speakers, are scheduled to join us. The conference will be April 28th, 2006.



Training Co-Chair Lisa Severy presents Kathleen Mitchell with a token of CCDA's appreciation.



NCDA: News from the National Front

by Deb Carr, NCDA Secretary

Annual Conference

Mark your calendar for the upcoming NCDA conference, which will be held

July 7 – 9, 2006, at the Hilton Chicago Hotel, right on Lake Michigan.

Confirmed keynoters in-

clude Dr. Freeman Hrabowski, President of the University of Maryland/Baltimore Division. His research and publications focus on the partici-

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National News, continued...

pation and performance of African-American males. He was a child-leader in the civil rights movement and was prominently featured in Spike Lee's 1997 commentary, "Four Little Girls" on the racially-motivated bombing in 1963 of Birmingham's 16th Street Baptist Church.

The second keynote is Dr. Joe Dear, currently with the Sacramento Department of Education and former ACA Western Region Chair.

This year's conference theme is "*Honoring Community: Creativity and Collaboration.*"

Early bird* registration is \$255 for NCDA members and \$355 for non-members and must be completed online by February 1, 2006. Pre-registration is \$295 for NCDA members and \$395 for non-members and must be postmarked by May 15, 2006. Registration received after May 15 is \$350 for NCDA members and \$450 for non-members. Anyone wishing to register after June 15 must register on-site. Pro-

fessional Development Institutes (PDIs) start at \$100 with early bird registration up to \$225 for on-site registration. One-day registration and discounts for retirees and students will be available.

Complimentary Conference Registrations for NCDA Graduate Student Members

As part of its continued outreach to graduate students, NCDA offers a limited number of Conference Registration Scholarships. The purpose of the conference scholarships is to support travel for masters and doctoral level students who are NCDA members and who are preparing for positions in career services and human resources in schools, government agencies, private practice and related settings, and who also possess a strong commitment to the career development field, and have the potential to provide leadership to the profession.

A total of twelve complimentary registrations are available. The limited number of awards will be made

on a competitive basis. As part of the selection criteria, priority consideration will be given to those students who have served on an NCDA Committee, Task Force, or Commission and/or have been included as a presenter on a program proposal submitted for the 2006 conference. No more than two students from the same institution will receive awards. Applications are available on the NCDA website, www.ncda.org and may be mailed, faxed, or emailed to NCD. The deadline for applications is Monday, April 3, 2006.

NCDA endorses the new national career development guidelines

The NCDA Board of Directors voted to endorse the newly revised National Career Development Guidelines (NCDG), funded through the US Department of Education's Office of Adult and Vocational Education. For more information, see the NCDA website.

Need CEUS?

NCDA now offers CEU

credits for reading the *Career Development Quarterly Journal* and the *Experiential Activities For Teaching Career Counseling Classes & Facilitating Career Groups, Vol II*. For every upcoming CDQ Journal, you are now able to receive 4 hours of continuing education units by successfully completing an online assessment. For each designated activity of *Experiential Activities Vol. II* that you complete, you have the opportunity to earn 3 CEU credits for a total of 9 credits available. This means you have the option to earn 12 CEU credits in addition to those offered at the annual conference. The first on-line exam is now available. For more details, check out the NCDA website.

Complimentary NCDA Conference registrations available for Graduate Student Members. Apply by April 3, 2006.

2nd Annual "Rev Up Your Resume" Community Service Event

To recognize National Career Development Month in November, the Colorado Career Development Association provided free resume assistance to community members. Although the Colorado economy is beginning to recover from the recession, thousands of people are still unemployed or are waiting for the job market to improve to consider a change to something more suitable. As a service to those in career transition, the Colorado

Career Development Association provided free resume assistance on Saturday, November 12, at local libraries throughout the state. This public service event celebrated November as the 40th Annual National Career Development Month.

Experienced career counselors provided help in either building a new resume or critiquing an existing resume. The "Rev Up Your Resume" event was coordinated through local Connec-

tions groups. The Connections Chairs are: Howard Rosenberg-Denver, Dan Macy-Boulder, and Ruth White-Northern Colorado.

The Denver resume review was at the Hampden branch of the Denver Public Library and had about 8 participants from the community. It included a presentation on resume writing by CCDA member (and training co-chair!) Kate Culligan.



Revvvvvvv, continued...

"The event went exceptionally well!"

Dan Macy

"I can assure you that the folks we did talk to appreciated the extended amount of time we were able to devote to them."

Larry Dutmer

Boulder Connections chose the Main Boulder Public Library and drew 12 community members. In addition, the library provided signs, reference books on resumes nicely displayed, and simultaneous trainings on Reference USA. Nine job seekers showed up to receive resume assistance at the Harmony Library for the Northern Connections. The Western Connections held the event in the Avon Public Library and had 6 people come in. They were able to spend almost an hour with each person, discussing not only resumes but career goals and interviewing skills. Copies of handouts on writing resumes were provided along with examples of winning resumes.

Dan Macy reports, "The event went exceptionally well!" Larry Dutmer concurred, "It was a productive day. I can assure you that the folks we did talk to appreciated the extended amount of time we were able to devote to each of them." Ruth White commented on the turnout: "Wish we'd had more, as we had a great group of volunteers and some were interns who had a chance to shadow and network."

Thanks to the following Connections members who volunteered: Denver: Barb Stainman, Joanne Wambeke, Tiffany Espinosa Kate Culligan, Jodi Schneiderman, Susan Geary, and Wendy Winter-Searcy; Boulder: Dan Macy, Deb Carr, Gordon Gray, and Raemi Nuttal-Karp; Northern: Melissa Johnson, Sue Brooks, Kelley Rees, Cori Simcik, Andrea Gartner, Karen Bauman, and Ruth White; Western: Amy Turner and Larry Dutmer.

CORNER RESOURCES

Fun, Flexible Places to Meet Your Clients, by Dan Macy

As career counselors, consultants and coaches we have flexibility in ways we can meet with our clients. In many cases privacy and confidentiality issues are not as crucial as in personal psychotherapy counseling. Here are some options you may want to explore:

Make house calls. This may be an effective method particularly for homebound, recovering or disabled clients. Here you can get an up close sense of where the client is coming from in their own environment. This is also a nice option if you do not have office space to use and you are willing to travel.

Coffee or tea houses. This can be a nice option for some clients and can be a common ground or neutral meeting space for a free introductory session.

Virtual office: Meeting with clients online or over the phone has become a viable option for many career coaches and works with many types of clients, particularly those at distance.

Sitting at a park bench: If it's a nice day this can be a great way to meet with your client. The sun on your shoulder, perhaps a gentle breeze on your face and you are surrounded by grass, trees and blue sky. This can be a great alternative way to get your client out of a familiar or an enclosed space and use being outside as a metaphor to expand their possibilities.

Take a hike: We are blessed here in Colorado to have beautiful parks, open space, mountain parks and national forests close by for us, as career developers to capitalize on and meet with

our clients. What better way, when the weather is accommodating to meet with your client, have your client move their body, be out in nature and be close to the earth? Walking or hiking in the outdoors can be a very powerful tool and metaphor to get your clients unstuck (how can you stay stuck when you are moving?), connect with their spirit and inner nature and explore unlimited possibilities. One hour sessions work well as an outdoor walk. About midway you can stop, rest, have a snack and maybe change the tone of your session for a few minutes. You can bring a small notepad or a portable audiotape recorder to record you session and give the tape to your clients. I particularly enjoy this option which suits my own personal predilection for hiking, my

Fun places, continued...

environmental background and my business name, The Wayfarer, which depicts a traveler on “the path” of exploration.

So there you have it. Keep your options open and see what other meeting venues may work for you and your clients. Be creative!

Dan Macy has a private practice called The Wayfarer, Career, Education & Life Coaching in Boulder and is an academic advisor and career counselor at Red Rocks Community College. You can find Dan on the trail or contact him danmacy@yahoo.com or 303 819-6178.



Is it time to update your resume? By Deborah Walker, CCMC

The motto “Be prepared,” isn’t just great advice for Boy Scouts; it’s also great career advice. You never know when the perfect career opportunity will present itself. If a recruiter called you today with your dream job, would you be prepared to send out an up-to-date resume right away? There are four critical times to update your resume:

- At least once a year
- Any time your career focus changes
- When you anticipate layoffs with your company
- When you begin to feel dissatisfied with your current position

1. Update your resume every year.

This is where many people fall short. When that recruiter calls with the perfect job, you may suddenly find your resume is years out of date, and you’ll have to scramble to catch up.

Keep your resume current by including your best accomplishments each year. Don’t count on your memory to recall everything you achieved in years

past! You are likely to overlook critical achievements and contributions. If you need assistance, a resume coach may be able to help you through the process with some targeted questions on your most recent jobs.

2. Update your resume when your career focus changes.

If you want to change your career path, then you also need to change your resume. There are several ways to shift the focus away from your current job and toward your new career.

By focusing on the skills that will be useful in your new career, you can position yourself as a stronger candidate for the job. Highlight those transferable skills in your new resume, bringing them front and center.

In addition to highlighting your transferable skills, shift your list of accomplishments to support those skills. Accomplishment statements give credibility to transferable skills and prove your ability to cross industry or occupational lines. Well-crafted accomplishments make a big difference in whether you win

the interview or are passed over.

Finally, be sure you understand your audience. As you shift career focus, it is critical to understand the hiring motives of your target market. Use your resume as an effective selling tool by correctly anticipating the recruiter’s “wish list” for great job candidates.

3. Update your resume when you anticipate layoffs within your company.

A harsh reality of today’s economy is the need for corporate downsizing. Layoffs and losses are becoming more and more common. But you can prepare for any worst-case scenario by keeping your resume up-to-date.

Don’t make the mistake of being overly optimistic. It’s safer to assume that you are on the “out” list. Most people who get caught unexpectedly in a layoff thought they were indispensable to their employers. You might be important or well-liked, but remember that the bottom line always has a louder voice than you do. Get your resume ready as soon





It's time, continued...

as you see any indication that downsizing is on the way. Don't mistake company loyalty for a fear of change. Often employees would rather take their chances with a potential layoff than make proactive steps toward finding a new job. Once they're laid off, it's already too late. Remember, as a candidate, you are always more marketable while still employed. Avoid this trap and start your job search early with self-marketing tools (resume and cover letter) that are up-to-date and top quality.

4. Update your resume when you are dissatisfied with your current position.

Job dissatisfaction leads to feelings of frustration, worthlessness, and often hopelessness. But there is no reason to stay in a job you hate. Being prepared with an updated resume can help you feel better in your

current job. When you have a really terrible day at work, you can respond to job opportunities that same evening with confidence in your up-to-the-minute resume. Taking proactive steps toward a new career will give you back your optimism and self worth.

If it's time for you to update your resume, first decide whether your resume requires a simple update or a complete rewrite. If you have been using the same resume format throughout your career, it's possible that you have outgrown the old look. What your resume promoted ten years ago may not be appropriate or significant for your career choices today. And if you've simply been "tacking on" to your old resume, it may start to resemble a house with too many additions, with little sense or direction.

A professional resume cri-

tique can help you decide exactly what you need to move forward. A well-written resume can make an incredible difference in:

- The length of time it takes to make your career move
- The quality of your next position
- The income potential of your next position

Your resume is your best sales tool in finding a new job, and it deserves the investment of your time and commitment. With a little extra effort now, you'll be prepared for anything that comes your way—and be well on the path to your next great job.

Deborah Walker, CCMC is a career coach and resume writer. You can find more job-search tips and resume samples at: www.AlphaAdvantage.com. You can reach Deborah at Deb@AlphaAdvantage.com

"To catch the reader's attention, place an interesting sentence or quote from the story here."

Winter Reading: Book Reviews by CCDA Members

Toxic Success: How to Stop Striving and Start Thriving, Paul Pearsall, PhD

In today's "be all you can be" and "just do it" society, we are the best educated and most financially blessed generation of all time. Yet Paul Pearsall (2002) contends in *Toxic Success: How to Stop Striving and Start Thriving*, this hard-driving consuming lifestyle is lethal to our physical health, spiritual balance, joyous living, and wholesome supportive relationships.

Pearsall defines toxic success as the "constant distraction caused by pressure to do and have more" and its opposite, sweet success, as "attending fully to the now with the confident contentment that enough is finally enough". He describes Toxic Success Syndrome with five Ds: deficiency, doubt, detachment, disappointment, and depression; and Sweet Success with three Cs: contentment, calmness, and connection.

In this study Pearsall, a clinical psychologist, compares three different groups: highly successful

professional people, highly successful professional people who have survived cancer, and a select control group of Hawaiians to provide different cultural values. He observes the three groups displayed different views regarding what is success, what does it include, and how does it feel once it is achieved. Not surprisingly, the highly successful professional people exhibited more toxic success symptoms than the other two groups. These symptoms include

- self-sightedness (self focus),





People seeking sweet success in today's culture may have to do so by flying in the face of convention...

Toxic Success, cont...

- stress surrender (external locus of control),
- ups and downs,
- chronic cynicism (unrelenting distrust and hostility to others and their ideas),
- grouchiness (inability to appreciate small things),
- feeling pestered (often feeling annoyed and bothered),
- polyphasia
- psychological absenteeism,
- weariness (fatigue, disrupted sleep patterns),
- chrono-currency (viewing time as money),
- relationship exploitation (neglecting, using, or abusing intimate relationships),
- spiritual deficit disorder (experiencing meaninglessness),
- inhibited power motive (high need for power and control),
- self health and help (selfish focus on exercise, diet, and self improvement), and
- success sickness (whole set of diseases including asthma, cancer, and heart disease).

Given the negative ramifications of toxic success and the advantages of sweet success, one would wonder about the need for this book. Though our society may say it values contentment, it rewards achievement: the highest sales, most authored articles, the most achieved goals. Salesperson of the Year award is not counterbalanced with the Person Who Went Home Every Day at Five, Never Worked on Weekends, and Hugged His/Her Kids medal. That is a private, personal, often non-heralded honor.

Erich Fromm said even if millions share the same forms of mental pathology that does not make those people sane. People seeking sweet success in today's culture may have to do so by flying in the face of convention which often character-

izes success with exterior parameters—job titles we possess, homes we live in, cars we drive, associations to which we belong, clothes we wear, and the trips we take. Through a constant onslaught to do and have more, we often lose sight to just be. This requires transforming our self perception from what we are to who we are.

Toxic Success is an excellent reference for hard-hitting career clients who have achieved professional triumphs yet perceive their personal life a failure. Toxic success traits are a helpful basis for discussion with clients who may or may not recognize deadly aspects of their lives. Finally, Toxic Success offers an answer to Peggy Lee's musical question "is that all there is"—the answer is no, there is another way.

This book review was submitted by Paulette Schenck, doctoral student in Interdisciplinary Studies at CSU.

Tales of a Female Nomad, by Anita Golden Gelman

Adventure, anyone? Curious about a world traveler? If so, I would like to recommend the book, Tales of a Female Nomad by Anita Golden Gelman.

This is the story of a 48 year old woman who becomes divorced and takes off to explore the world for the next 20 years. Gelman spent extended time in various cultures, lived with people and became part of different communities and families. Her longest stay was in Bali for five years. I also was able to meet the author who was in Denver

for a book signing. If anyone was at the workshop on curiosity, this again was a reiteration of some things discussed to help clients discover their true selves.

Why is this book helpful for us in the career coaching field? Her lessons learned are most applicable to all of us and our clients:

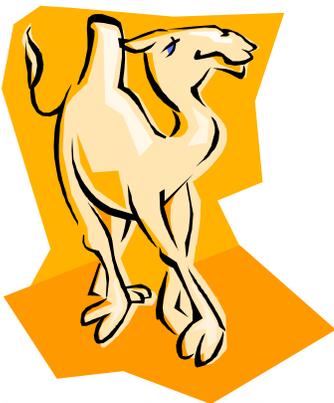
- Trust and take care of yourself (something many people don't do);
- Serendipity (leave yourself open and things will happen)
- Risk (If we don't risk, we'll never move forward

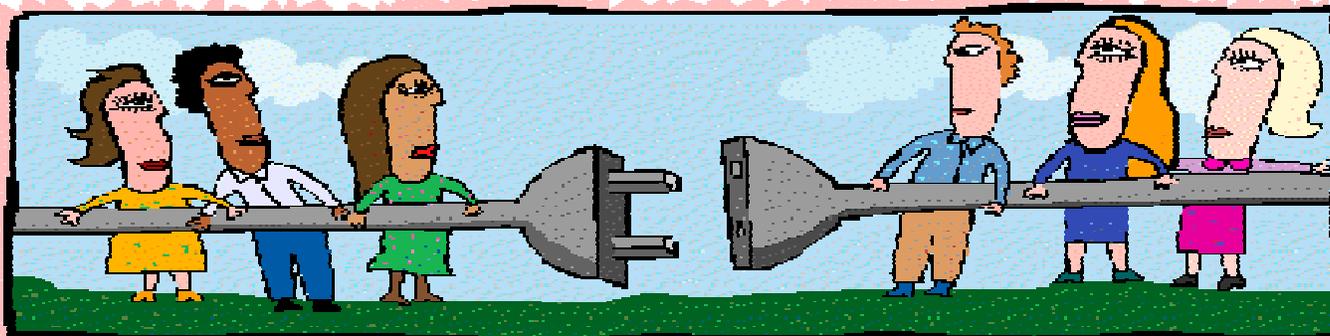
or grow)

- Live outside the box (What do I want to do vs. what everyone else wants me to do?)

A great holiday gift. I was touched, inspired and ready to create new adventures. Hope you can too.

Anne Angerman, MS, is Director of Career Matters. She works with people of all ages to find career satisfaction and new directions. She can be reached at anne@anneangerman.com or 720-489-9409





GET CONNECTED! With CCDA Connections

Boulder Connections

Upcoming Connections Meetings: Friday, January 6th, 8 am at the Boulder Workforce Center 2905 Center Green Court Suite B in Boulder. Suzanne Reed will give us a tour and lead a discussion of resources provided by the Workforce Center. Go to the following link for direction and map. <http://www.wfbc.org/office/offices1.htm>

Friday, March 3rd, 8 am at CU Boulder to view and discuss a Mark Savikas video made from his workshop given at the 2004 NCDA Conference. We will view his video on his approach to narrative career counseling with a general discussion to follow. Lisa Severy, CU Career Services Director will provide a room at the CU Boulder Campus. Please RSVP to Dan Macy, Boulder Connections Chair at www.danmacy@yahoo.com or 303 819-6178.

Denver Connections

The Denver Connections Group meets for breakfast every other month at LePeep in Cherry Creek (3030 E. 2nd Avenue) Their next meeting will be December 7, from 8am-9am. Dr. Richard Hewett will be discussing his book "High Impact Job Search." To attend, please RSVP to Howard Rosenberg at howard.rosenberg@colorado.edu.

Northern Connections

The Northern Connections group meets every month and rotates between breakfast and late afternoon meetings. At every meeting, there is a different topic of discussion that is chosen by the moderator. Participants are encouraged to bring ideas, articles, or suggestions. Our next Northern Connections meeting will be Thursday, December 15th at 7:30 a.m. at the Cracker Barrel Old Country Store, 5800 McWhinney Boulevard, Loveland (by the outlet mall). This will be our informal holiday gathering. In January, we will meet on Thursday, January 26th at 5:30 p.m. at Mims Café, 1450 Fall River Drive in Loveland (by outlet mall). The topic for this meeting will be a book review format focusing on "Now What? 90 Days to a New Life Direction" by Laura Berman Fortang. Laura was a very popular keynote speaker at the recent International Career Development Conference. Please contact Ruth White (Ruth.White@colostate.edu) with questions or meeting ideas.

Western and Southern Connections

The Western and Southern Connections continue to build. Larry Dutmer and Amy Turner lead the effort to build awareness and access to CCDA for folks on the western slope of Colorado. Please contact Larry at ldutmer@coloradomtn.edu if you have any comments, questions, and/or suggestions.

Larry Gabbard has agreed to chair a Southern Connections for folks in Colorado Springs, Pueblo and areas in the southeast. Larry can be reached at larrygab@adelphia.net.

UPCOMING EVENTS

Glossary of Acronyms

ACCA: American College Counseling Association
ACPA: American College Personnel Association
ACA: American Counseling Association
APA: American Psychological Association
ASCA: American School Counselor Association
CCSA: Collegiate Career Services Association
CHRA: Colorado Human Resource Association

NACE: National Association of Colleges & Employers
NAWDP: National Association of Workforce Development Professionals
NBCC: National Board of Certified Counselors
NCDA: National Career Development Association
RMACE: Rocky Mountain Association of Colleges & Employers



**The Center on Education and Work at the University of Wisconsin-Madison
Careers Conference,
January 30-February 1, 2006
Madison, Wisconsin. www.cew.wisc.edu/careers .**



**Joint conference of WACE and RMACE
December 7-9, 2005
Squaw Peak Resort—Phoenix, Arizona**



**March 18-22, 2006
Indianapolis, Indiana**



**May 30-June 2, 2006
Anaheim, California**



**March 30-April 3, 2006
Montreal, Canada**

Welcome New & Renewing Members!

We would like to send a warm welcome to our new members. We would also like to thank our existing members who have renewed their membership. Thanks to all of you, CCDA continues to grow!. Welcome all!

New Members

Barbara Stainman
Andrea Fortney
Marie Gallegos
Karen Bauman
Tiffany Espinosa
Shirley Grieve
Amy Brus
Susan Geary
Cori Simcik
Michelle Moore
Mary Tucker

Renewing Members

Anne VanArsdall
Paulette Schenk
Larry Dutmer
Jennifer Anton
John Batchelor

Renewing, cont...

Susan Brooks
Leslie Cancilla
Deb Carr
Richard Delliveneri
Julie Elliott
Linda Faucheux
Gordon Gray
Jane Grogan
Owen Hahn
Andrew Helwig
George Hoey
Stephanie Houston-Council
Tom Jones
Susan Kayler-Daley
Nancy Lloyd
Jan McLees

Kenneth Olson
Jackie Peila-Shuster
Cyndy Redifer
Guy Pfalzgraff
Suzanne Reed
Patty Roberts
Isabel Shanahan
April Peterson
Christi Stokely
Amy Turner
Ruth White
Svea Whiting
Andrea Wieland



*If you have any questions
about CCDA
membership, please contact
Julie Elliott, Membership
Chair at
jbelliott04@earthlink.net*

Submit a Newsletter Article

Thanks! To all those contributors who braved the Thanksgiving weekend deadline to submit material to the newsletter. The material submitted is a reflection of the talents and dedication of CCDA members.

And a special thanks to Jodi for helping with Publisher!

Do you like to write? Have you read something good lately? Attended a particularly useful seminar? Share your career development

knowledge with other CCDA members by submitting an article for the next CCDA newsletter. We are collecting articles now for the March-May 2006 issue. To submit an article, email your submission to Lynda Kemp at lyndabikes@comcast.net.

