CICA Standards Competency Mapping of Delivery & Assessment

Core Competencies are the skills, knowledge and attitudes required by all Career Development Practitioners regardless of their work setting.

Number	CICA Core Competency	Delivery	Assessment
1	**Career development theory**		
1a	Describe major career development theories, concepts, research, and associated models and frameworks		
1b	Apply career development theories, concepts, research, and associated models and frameworks to practice		
2	**Labour market information**		
2a	Source, understand and apply credible, reliable labour market information that is free of bias		
2b	Use labour market information to assist clients in job search strategies and career planning		
3	**Communication and interpersonal skills**		

3a	Establish and maintain rapport		
3b	Use effective verbal and written communication skills		
3c	Work effectively in a team environment		
4	Ethical practice		
4a	Apply the CICA Code of Ethics		
4b	Demonstrate commitment to professionalism		
4c	Demonstrate commitment to lifelong learning		
5	Diversity and inclusion		
5a	Recognise and respect diversity		
5b	Conduct career development work in culturally sensitive ways		

6	Technology, information and resources		
6a	Collect, analyse and use information		
6b	Keep up-to-date with emerging technologies and innovations		
6c	Identify relevant support organisations, resources and services		
7	Professional practice application		
7a	Conduct needs assessment		
7b	Follow case and/or project management procedures		
7c	Use enterprise skills		
7d	Evaluate the service provided to clients		

Specialised Competencies are the additional skills, knowledge and attitudes that may be required by some Career Development Practitioners to undertake specific career development roles or cater for the needs of specific client groups. Appropriate training must be undertaken to develop the Specialised Competencies.

Number	CICA Specialised Competency	Delivery	Assessment
1	Career assessment		
S1	Assess, develop and apply career assessment		
2	Career counselling		
S2	Apply career counselling skills		
3	Career development program delivery		
S3	Assess the need for, design, deliver and evaluate career development programs		
4	Diverse clients		
S4	Work with diverse people		
5	Project Management		

S5	Design, develop, implement, and evaluate projects		
6	Industry liaison		
S6	Liaise with employers and other organisations		
7	Research Skills		
S7	Conduct research		