



## **National Standards and Accreditation of Career Practitioners Project**

### **Briefing Paper 7: Adoption and implementation of Professional Standards**

This paper has been written as part of the National Standards and Accreditation of Career Practitioners project commissioned through the Career Industry Council of Australia by the Australian Government Department of Education, Science and Training. The views expressed in this report do not necessarily reflect the views of the Department of Education, Science and Training.

*This paper is the seventh in a series of briefing papers that will be distributed by CICA to all career practitioners who belong to the member associations of CICA. The purpose of these papers is to assist career practitioners to be well informed and updated on the project. All papers produced in the project may be downloaded from the CICA website: [www.cica.org.au](http://www.cica.org.au)*

The **Professional Standards for Australian Career Development Practitioners** were agreed to by all of the CICA member associations in December 2005. The Standards were developed as a result of extensive consultation with practitioners and collaboration with the CICA member associations who have had considerable input into the final document. Significantly, the Standards represent international best practice.

The elements of the Professional Standards for Australian Career Development Practitioners are:

1. Terminology
2. Membership of the Profession
3. A Code of Ethics
4. Entry-Level Qualifications
5. Continuing Professional Development (CPD)
6. Competency Guidelines that will inform the development of Australian Qualifications Framework qualifications such as the proposed Certificate IV in Career Development

*Care has been taken in the development of these Professional Standards to balance the autonomy and individuality of the member associations of CICA within a nationally agreed framework of Professional Standards for Australian Career Development Practitioners.*

#### **The Task Ahead: Implementation**

The Professional Standards for Australian Career Development Practitioners will be regarded as the minimum required by Australian career development practitioners from **1 January 2012**.

The Professional Standards will be implemented by CICA in conjunction with its member associations. Essentially the CICA member associations will review their membership requirements in light of the Professional Standards and where necessary make amendments.

In the meantime there is much to be done including

- promotion of the Professional Standards to a wide range of stakeholders including practitioners, policy makers, employers of career practitioners, training and service providers, business and industry
- liaison with course developers to ensure that a wide range of education and training options, are available
- ensuring that adequate continuing professional development is available
- the development and recommendation of an accreditation process for career practitioners

The following **timeline** for implementation of elements of the Professional Standards has been agreed to by the CICA member Associations.

1. Code of Ethics
  - Implemented by 30 September 2006
2. Minimum career development specific Entry Level Qualifications
  - Agreed by CICA
  - Phasing in begins 1 January 2006
  - All career development practitioners meet minimum standard by 1 January 2012
3. Continuing professional development
  - Policies developed during 2006 by Member Associations of CICA
  - Trial conducted during 2007
  - Fully implemented in 2008
4. Complaints Procedure
  - Policy developed during 2006
  - Policy implemented from 2007
5. Phasing-in Period
  - 1 January 2006 – 1 January 2012
  - Liaison with course developers and industry groups during 2006

A more detailed Implementation Plan and timeline is available on the CICA website

### **How will I get information on the Professional Standards?**

CICA remains committed to assisting career practitioners to be well informed and updated on the adoption and implementation of the Professional Standards.

- Currently, the Professional Standards are being printed. Each Australian Career Development Practitioner will receive at least one copy of the Professional Standards. The Professional Standards will be distributed by the member associations of CICA to their members. Practitioners who belong to more than one career association will receive more than one copy. The professional Standards may also be downloaded from the CICA website: [www.cica.org.au](http://www.cica.org.au) and from the websites of the member associations.
- The CICA website contains a *Frequently Asked Questions* section that is constantly being updated as new information becomes available or different questions are raised.
- A series of Briefing Papers will be provided to members.
- The Member associations of CICA will also update their members via their own newsletters and publications.