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## Information for New Applicants

**By cdaa**

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### MEMBERSHIP

Membership is established by application and payment of an annual fee. The continuation of CDAA membership status is encouraged through active professional development and participation in CDAA management.

Members are attracted from a variety of backgrounds, including public, private and community service organisations, education, employment services, rehabilitation, outplacement and career development consultancies, and human resource agencies where career management, development or counselling are central to their work.

Members may possess a variety of key skills in areas such as career counselling, career planning, development and management, career coaching, vocational education, labour market analysis, job search skills training and the administration of career assessment instruments and psychological tests. They may also have an interest in career-related services and research.

#### **Membership to a Division in your State or Territory:**

Membership to the Division in your State or Territory is automatic when your application has been recommended and ratified by the Registration Board. It is expected that members will participate when possible in ongoing professional development either through their Division, the Career Development Association of Australia National Conference, professional development sessions being conducted by other Divisions or other alternative appropriate sources. One of the roles of the Divisions is to provide members with a venue to meet for Professional Development and dialogue on industry issues. A fee may be charged by each Division for attendance at professional development sessions.

Divisions have annual elections for Division Management Committees. The Division President is by virtue of election at Division level, a member of the National Executive Committee. Through the Division, divisional presidents inform the National Executive Committee of any State or Territory issues that need addressing.

All members are requested to support their Division and maintain their currency by being pro-active to ensure Career Development Association of Australia members are recognised for their professionalism in the community and at the highest levels of private and government organisations.

#### **CONTINUING PROFESSIONAL DEVELOPMENT**

The Career Development Association of Australia has introduced a Continuing Professional Development (CPD) program that conforms to the requirements of the Professional Standards for

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Australian Career Development Practitioners. The program was trialled in 2007 and is being implemented in 2008. The Professional Standards for Australian Career Development Practitioners have been adopted by the Career Industry Council of Australia Inc. (CICA) and its member associations, one of which is the CDAA. A copy of the CDAA CPD Policy is available to download [here](#).

## **CDAA Continuing Professional Development Program - Vision and Objectives**

### ***Vision:***

To provide Continuing Professional Development (CPD) which enables all members to provide the most effective career development facilitation for their clients. The purpose is to safeguard the client, the profession and our professionalism as practitioners.

Continuing Professional Development (CPD) is:

- Mapped against the Professional Standards for Australian Career Development Practitioners (the Standards), i.e. the Standards provide the framework for each member to make a professional decision, based on their own personal context, as to what CPD to undertake in order to maintain professionalism;
- Accessible to all CDAA members, i.e. there will be different types of CPD delivery that offer a range of qualifying activities that make it easier for members to comply and
- Flexible and meets the range of practitioner needs, i.e. the program allows practitioners to determine their own CPD needs relative to their clients, work context and own personal professional development needs.

### ***Objectives:***

- To enhance practitioners' ability to understand, acquire, develop and maintain the competencies of the Standards
- To provide CPD that aims for the following balances:
  - Caters for both new and experienced members
  - Provides both on-line/distance and face-to-face delivery

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- Offers CPD provided at the National level and the Division level
  - Allows for CPD provided by both CDAA/CICA associations and external providers
  - Includes both formal and informal CPD opportunities and work based learning.

## **NATIONAL AND INTERNATIONAL AFFILIATIONS**

To enable the CDAA to keep its members informed about national and international developments in the career industry, the CDAA is affiliated with the following Associations: Career Practitioners Association of New Zealand (CPANZ) and Elite Performers Lifeskill Advisers Association (EPLAA).

### **PRIVACY STATEMENT - Purpose of Collection of Information**

The Privacy Act 1988 (as amended) requires us to inform you that the Career Development Association of Australia collects information (this is information or an opinion about an individual whose identity is apparent or can reasonably be ascertained and which relates to a natural living person) for the purposes of: providing, administering and managing the services to you through membership of the CDAA including evaluation of your application for registration as a member or application for insurance through the CDAA following acceptance of your application for membership.

The personal information collected will not be used or disclosed by the CDAA for a secondary purpose other than those purposes listed above, unless you have agreed or would reasonably expect us to use or disclose the information for the secondary purpose. However, any sensitive information must be directly related to the purposes listed above.

Should you have any further questions please contact:

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< [Why Join the CDAA?upMember Benefits](#) >