



Opportunity Through Education

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## MEMORANDUM NO. 2022-076

**TO:** School District Superintendents  
School Principals  
Perkins Coordinators  
CTE Teachers

**FROM:** Shelley Hamel, Chief Academic Officer

**DATE:** June 6, 2022

**SUBJECT:** Career Development Facilitator Training

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# CAREER DEVELOPMENT FACILITATOR TRAINING OFFERED

The Wyoming Department of Education (WDE) has developed Facilitating Career Development Courses that will provide a complete set of best practices for facilitating career development in multiple settings and for all ages. These courses will support the implementation of more robust career development programs in all Wyoming schools, and to ensure consistency in the delivery of content and best practices in career development.

Course completers will receive a certificate, and are eligible to apply for the Global Career Development Facilitator Credential and certification as a Career Services Provider. School staff, counselors, administrators, and teachers whose roles will include coordinating career development and exploration programming in their respective schools are encouraged to attend. The orientation and course closing require live attendance via the Zoom online platform [here](#).

The Fall 2022 schedule:

- Zoom Live Orientation: Monday, September 26, 2022.
- Zoom Live Closing: Monday, December 5, 2022.
- Course duration, with weekly check-ins: September 26–December 2, 2022.
- The fee for this course is \$195.

Each attendee must complete their own form. The WDE can accept only one attendee per registration.

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*For more information, contact Dr. Michelle Aldrich, CTE Director, at 307-777-3655 or [michelle.aldrich@wyo.gov](mailto:michelle.aldrich@wyo.gov) or Ilaine Brown, Education Program Consultant, at 307-777-3549 or [ilaine.brown1@wyo.gov](mailto:ilaine.brown1@wyo.gov).*