

Resources for a Career Counseling, Credentialing, and DEIA Training Toolkit

The below resources and training modules can be used to help AJC staff to provide quality career counseling and training equitably across all populations.

Career Guidance Resources Available on CareerOneStop.org

- *Career Advisor Portal*. <https://www.careeronestop.org/ResourcesFor/CareerAdvisor/career-advisor.aspx>
- *Certification Finder*. <https://www.careeronestop.org/Toolkit/Training/find-certifications.aspx>
- *License Finder*. <https://www.careeronestop.org/Toolkit/Training/find-licenses.aspx>
- *Local Training Finder*. <https://www.careeronestop.org/Toolkit/Training/find-local-training.aspx>

All of the above CareerOneStop.org tools are integrated into the occupational profiles in MyNextMove (<https://www.mynextmove.org/>) a tool individuals can use to find career and training opportunities. The above tools are also included in O*NET Online (<https://www.onetonline.org/>), which individuals can use to explore occupational information.

Career Counseling and Equity Resources

- Clawson, Stacey. (21 April 2022). *Designing with Equity in Mind: An Action Toolkit*. Jobs for the Future. <https://www.jff.org/resources/Designing-with-equity-in-mind-an-action-toolkit-for-cbe/>.
- *Employment Coaching During the COVID-19 Pandemic: Lessons Learned*. (3 June 2022). U.S. Department of Health and Human Services. <https://www.acf.hhs.gov/opre/report/employment-coaching-during-covid-19-pandemic-lessons-learned>.
- *Employment Coaching: What Do Participants Say?* (29 October 2021). U.S. Department of Health and Human Services. <https://www.acf.hhs.gov/opre/report/employment-coaching-what-do-participants-say>.
- *Evaluation of Employment Coaching for Temporary Assistance to Needy Families (TANF) and Related Populations & Long-Term Follow-Up Study*. U.S. Department of Health and Human Services. <https://www.acf.hhs.gov/opre/project/evaluation-employment-coaching-tanf-and-related-populations-2016-2021>.
- *Helping Students Select Best Bets*. (December 2013). Jobs for the Future. https://jfforg-prod-new.s3.amazonaws.com/media/documents/CTC_onepager_COMMUNITYCOLLEGES_122713.pdf.
- Henry-Nickie, Makada. (June 2021). *Race Equity in Workforce Development: A Survey of Attitudes*. National Association of Workforce Boards. https://irp.cdn-website.com/dc0a626e/files/uploaded/NAWB_Race_Equity_Survey-060821%20%28002%29.pdf.
- Johnson, Melissa, et al. (13 September 2019). *The Roadmap for Racial Equity*. National Skills Coalition. <https://nationalskillscoalition.org/resource/publications/the-roadmap-for-racial-equity/>.

- My Skills, My Future. <https://www.myskillsmyfuture.org>.
- *Promising Practices In Achieving Nondiscrimination and Equal Opportunity: A Section 188 Disability Reference Guide*. (February 2019). LEAD Center WIOA Policy Development. <https://leadcenter.org/resources/new-promising-practices-in-achieving-nondiscrimination-and-equal-opportunity-a-section-188-disability-reference-guide/>.
- Rollins, Katie. *The Potential of Motivational Interviewing*. Chapin Hill and Public Consulting Group. <https://www.chapinhill.org/project/the-potential-of-motivational-interviewing>.
- Skills Engine. <https://builder.skillsengine.com/>.
- *The YouthBuild Manual for Counseling, Case Management, and Program Culture*. (20 December 2021). Workforce GPS. [https://www.workforcegps.org/resources/2015/04/07/09/18/The YouthBuild Manual for Counseling Case Management Program Culture](https://www.workforcegps.org/resources/2015/04/07/09/18/The_YouthBuild_Manual_for_Counseling_Case_Management_Program_Culture): https://strategies.workforcegps.org/announcements/2021/12/20/15/17/~/_link.aspx?_id=E64E97E7351947D7A0ED812D871B880A&_z=z.
- *What is Motivational Interviewing?* Head Start, Early Childhood Learning and Knowledge Center. <https://eclkc.ohs.acf.hhs.gov/mental-health/article/what-motivational-interviewing>.