

### What is the ICA study circle?

The ICA study circle is a six-week, online learning and discussion group offered through LINCS in conjunction with WorldEd that will prepare instructors and counselors to implement the Integrating Career Awareness into the ABE & ESOL Classroom (ICA) Curriculum Guide, a set of lesson plans and activities designed to help adult students understand and act on the critical link between education and careers. The lessons included in the curriculum guide can be found here: [http://amplifyae.org/files/upload/filename/174/Curriculum\\_Guide.pdf](http://amplifyae.org/files/upload/filename/174/Curriculum_Guide.pdf)

### What are the course objectives?

After participating in this study circle, participants will be able to:

- Articulate a rationale for exposing students to the career planning process.
- Explain the model for career planning used in the ICA curriculum guide.
- Navigate the ICA curriculum guide sections, lessons, and handouts.
- Use additional online resources to support career planning activities.
- Select a lesson from the ICA curriculum guide and describe how it could be extended to become an academic skill building lesson.

### How will I benefit?

- Gain strategies and resources to assist adult student/clients in finding and interpreting labor market research and in investigating information about training or educational programs and their requirements.
- Practice techniques for encouraging learners to explore, identify, and cultivate their own interests, skills, and work values, and aim for jobs that require greater skill and pay family sustaining wages.
- Participate in a small and supportive learning community with a semi-flexible schedule to complete interim assignments in between synchronous sessions.
- Put your digital literacy skills to use by participating in an e-learning environment with Adult Education and Workforce Development staff from across the state.
- Any participant who completes 80% of the assignments will receive a certificate for successfully completing the study circle and a Professional Growth Points (PGPs) certificate totaling approximately 13 points.
  - Your work will be assessed on whether or not and to what extent you have done the following:
    1. Completed the required assignments
    2. Attend the scheduled webinars
    3. Complete the pre- and post- training surveys

### Who can participate?

Any individual from the Adult Education or Workforce Development communities who works directly with students/clients is welcome to apply for the study circle. The *Integrating Career awareness into the ABE & ESOL classroom (ICA) Curriculum Guide* was designed for use in ABE and ESL classrooms, however, the majority of these tools and resources can be used or be adapted for use by Academic and Career Counselors, Life Coaches, Transitions Specialists, and other Adult Education and Workforce Development staff. Up to 25 individuals will be selected to participate.

### What is required of participants?

- This study circle will be delivered in three sessions via webinar. Each session is approximately 2 hours long, with 2 hours of participant implementation activity in between each session.
- The course will run from the first full week in May through the second week in June. As this training is limited to 25 participants, those applying should be prepared to make a commitment for the entire program (dates listed in the calendar below):
- Accepted participants will be required to complete a pre- and post-training survey.
- Applicants must have access to a computer with internet access during the scheduled webinar times.

ICA Study Circle Calendar of Events	
Dates	Webinars
Monday, May 4 <sup>th</sup> 2:00 – 4:00 pm (EDT)	<ul style="list-style-type: none"><li>• Session #1: The How and Why of Career Planning</li></ul>
Monday, May 18 <sup>th</sup> 2:00 – 4:00 pm (EDT)	<ul style="list-style-type: none"><li>• Session #2: Exploring Career Planning Resources</li></ul>
Monday, June 1 <sup>st</sup> 2:00 – 4:00 pm (EDT)	<ul style="list-style-type: none"><li>• Session #3: Tying it all Together: Career Planning Skills</li></ul>
Friday, June 12 <sup>th</sup> 3:00 – 4:00 pm (EDT)	<ul style="list-style-type: none"><li>• Closing webinar</li></ul>

### Application Process:

- Interested participants should allow themselves approximately 30 minutes to complete the online application.
- The application must be completed in its entirety. All applications must be submitted online and can be accessed here: [https://www.surveymonkey.com/r/ICA Study Circle 2015](https://www.surveymonkey.com/r/ICA_Study_Circle_2015)
- **Applications will be accepted until 5:00 pm on Friday, April 17<sup>th</sup>.**
- Questions about this professional development can be sent to: [DWDAdultEdPD@dwd.in.gov](mailto:DWDAdultEdPD@dwd.in.gov)