

Career Development Functional Map

Key Purpose	Main Function	NOS URN	NOS TITLE
<p>To assist individuals “to maximise their human and social capital and make the most of the transitions”* throughout their lives by supporting them to identify and develop skills to make and manage their choices of learning and work.</p> <p>* Ref: CDI 78-Blueprint 2021.indd (thecdi.net)</p>	<p>AREA A</p> <p>Develop ethical and reflective practice.</p>	CLDCD01	Develop and apply understanding of theory and effective practice in career development
		CLDCD02	Reflect on, develop and maintain own skills and practice in career development
		LSIAG14 (signposted NOS)	Manage personal caseloads
	<p>AREA B</p> <p>Enable individuals to embrace lifelong learning and develop career management skills.</p>	CLDCD03	Build and maintain relationships with individuals to ensure a client-centred approach to career development
		CLDCD04	Support individuals to identify and explore their career development needs and aspirations
		CLDCD05	Enable individuals to set appropriate goals and career development objectives
		CLDCD06	Plan and deliver individual and group development through career-related learning
		CLDCD07	Enable individuals to use and apply information for career development
		CLDCD08	Provide ongoing support to help individuals achieve their career goals and development objectives
		CLDCD09	Help individuals evaluate their progress and achievement and plan for the future
CLDCD10	Lead and manage career development work		

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	AREA C Enable individuals to access wider services.	CLDCD11	Improve services to individuals by collaborating with others
		CLDCD12	Enable individuals to access referral opportunities
		CLDCD13	Represent individuals' needs to others
	AREA D Promote and improve the service offer.	CLDCD14	Plan and design the provision offer
		CLDCD15	Promote the availability, value and effectiveness of the provision
		CLDCD16	Monitor, evaluate and improve the effectiveness of the provision
		CLDCD17	Plan and undertake research