



CAREER DEVELOPMENT NEWS

MCDA's vision is that all career professionals provide the most effective and efficient services in an ethical manner.

JUNE 2022



FEATURED ARTICLES



[Self-Management, Career Management, and Teamwork](#)



[The Power of Flow and How to Use It](#)



[Top Reasons You Should Definitely Start Meditating](#)

ANNOUNCEMENTS

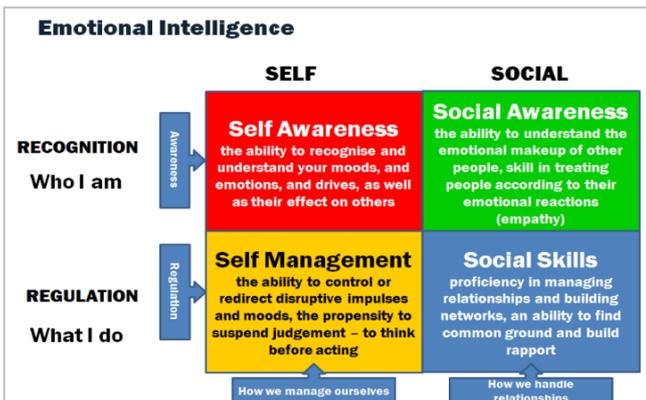
[In The Spot Light](#)

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[PUT YOUR BUSINESS OUT THERE - ADVERTISE IN MCDA NEWS](#)

SELF-MANAGEMENT, CAREER MANAGEMENT, AND TEAMWORK



I've learned to pay attention to "the universe," and of course the universe keeps nagging at me until I do. When I regularly hear words like "teamwork" from different sources over and over again, I'm pretty sure I need to pay attention.

Teamwork issues do not necessarily fall under the

purview of Career Management – they have more in common with various aspects of leadership. However, when we do some digging, we can make the connection between teamwork, self-management, and career management. Managing our own behavioral response to other peoples' behaviors – ones that might concern us – ultimately leads to effective career management.

It is commonly accepted that most people mean well in their actions and behaviors. How you respond to others is more about you and your issues than it is about them and theirs. This is true, even though the other person's issue might have been revealed by what they are saying. It should come as no surprise that each individual has one type of issue or another. It's the human condition. And it's how we go about managing our personal issues that sets us apart.

In his book Emotional Intelligence, Daniel Goleman offers the above model as a method for assessing our Emotional Intelligence, or EQ as it is often called. This model addresses our self-recognition and self-regulation. We need to have a strong sense of who we are – our talents, gifts, abilities so we can bring that knowledge and understanding to the workplace. Self-knowledge/self-awareness is the cornerstone of career management.

Getting along with others is key to our workplace success. Our ability to do so is our workplace "Brand," i.e., our workplace reputation. Teamwork is important enough so that the second half of your annual performance review is dedicated to it. Synergy is created through team collaboration as it broadens and builds the energy that's needed to get the job done.

If you were to give a candid response to the following, what would it be: How self-aware are you? Do you have a strong sense of self? [\(continue on page 2\)](#)

The MCDA Mission

The Maryland Career Development Association's (MCDA) mission is to promote a forum where career professionals network and share resources to ensure the quality of career services to the standards of the National Career Development Association.

Do you feel as if you are a strong collaborator? **Aristotle** once said, “Knowing yourself is the beginning of all wisdom.” Lao Tzu said, “Knowing others is intelligence; knowing yourself is true wisdom. Mastering others is strength; mastering yourself is true power.”

Teams are comprised of individuals, individuals who get the work done. Pause for a moment to consider your self-awareness and how it contributes to the work of the team. Your workplace reputation as a collaborator is your career management currency. Increasing that currency is done through effective self-management, which leads to effective teamwork, and ensuring the Commission meets its mission and goals. Does this sound a little woo? Consider becoming more open to messages from the universe. You might just be surprised at what they have to offer.

If you want to learn more about Emotional Intelligence, there are quite a few books written by Daniel Goleman. A good place to start is Emotional Intelligence at Work. If you want to learn more about self-discovery, MCDA has a list of career consultants who can help [Maryland Career Development Association - Career Consultants \(mdcareers.org\)](http://MarylandCareerDevelopmentAssociation-CareerConsultants(mdcareers.org)).

IN THE SPOTLIGHT



Laura Labovich
Practitioner- 16 years

Owner of outplacement firm

Laura owns an outplacement firm, and she partners with companies big and small to help them downsize their workforce with compassion. She’s worked with hundreds of companies around the country, and job seekers all over the world.

What Laura likes most about her work is helping HR folks do right by their people!!

Laura is a glass fuser, and enjoys hiking, gardening, international travel, and learning Spanish!

She feels she’s a nurturer, a healer, and is a proud small business advocate. Most of all, she feels fortunate that she is able to blend these three passions into one career.

Thank you for your service to the Helping Professions



THE POWER OF FLOW AND HOW TO ACCESS IT

In neuroscience, the concept of ‘flow’ is currently all the rage. Flow describes a specific mental state that allows us to focus intensely on a single task or subject matter. In this state, time will actually appear to dilate and slow around us, giving us more time to react and improving our performance significantly. At the same time, we become faster at solving problems and reacting and we can completely block out *all* distracting thoughts and temptations.

So, what is this ‘flow’ exactly and how does it come about?

Flow Explained

Flow is a certain mental state in much the same way that the ‘fight or flight’ puts us into a particular state of mind. In fact, a flow state is very similar to the fight or flight response with the primary difference being that fight or flight makes us more panicked and distracted whereas flow is slightly calmer and more positive.

Both states though are triggered by a sense of danger and importance. When the body detects that it is in danger, or working toward a *highly* important goal, then it will produce chemicals such as dopamine, norepinephrine and cortisol. These increase the heart rate, contract the muscles and generally make us more highly alert and ready for action.

The difference is that a flow state also produces serotonin (the feel good hormone) and anandamide (the ‘bliss’ hormone). This makes the sensation far more euphoric and also makes us more creatively inclined. In other words: this is danger/importance with enjoyment and excitement.

Common ‘triggers’ of flow states include surfing, snow boarding and sports. This is any

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Maryland Career Development Association (MCDA)
915 Russell Ave, Suite B,
Gaithersburg, MD 20879

([continued from page 2](#)) moment when you have lost track of time and what you are and instead begun to move purely through space without distraction. This can also happen when you're performing in a band and you become 'one with the music'. Or when you're engaged in fascinating discussion and you lose all track of time.

How to Access Flow

So how do you access this incredible mental state and find your flow? The answer is that it requires you to focus 100% on what you're doing by building up its importance in your mind. Using meditation can help you to generally improve your focus, while practising CBT (cognitive behavioral therapy) can teach you to change the way you feel about different activities.

Ultimately though, you have to remind yourself why what you're doing is important and to fully engage in that moment. Only then can you tap into your flow.

TOP REASONS YOU SHOULD DEFINITELY START MEDITATING



Are you on the fence about meditation? Then let's make things a little simpler for you: this is something that you *absolutely* should do.

Meditation is an incredibly useful skill and a form of brain training that can help to fortify your mind and make you more effective in a wide range of situations. In this post, we'll take a look at some of the most important reasons you should consider taking up meditation no matter *who* you are.

It Thickens Your Brain

Believe it or not, meditation can physically change the shape of your brain, making it thicker, stronger and better connected. Studies show that meditation increases the amount of white matter (cells that support the neurons) as well as cortical thickness in the all-important frontal regions. This correlates with improved attention, better memory and faster processing speeds. In short: meditation makes you smarter!

It Helps You Deal With Stress

Meditation is a tool that you can use whenever you need to escape from the rigors of daily life. This is a 'place' you can escape to at any time, that allows you to rise above the various stressors and challenges that you normally face.

At the same time though, meditation also helps you to remain on a more even keel *all* the time and to keep your mind still and placid. This is not only an important change for your own wellbeing, but also something that can have profound effect on your ability to perform under pressure.

It Gives You Greater Emotional Control

If you want to come across as someone who is calm, collected and on top of things, then keeping your emotions more even is one of the best ways to do that. We are instantly drawn to and impressed by people who seem to have their emotions under control and this is something that can help you to perform better in relationships, in your career and more. If you seem to be constantly in a fluster on the other hand, then you'll seem volatile, unpredictable and potentially unreliable.

It Provides Mental Discipline

Meditation is the ultimate expression of self-discipline. This is the ability to sit quietly and not allow *any* distracting thoughts to derail your attempt to be calm and still.

If you can manage to resist the temptation to think about other things, then in daily life you'll be able to resist other impulses and other things that are trying to distract you too.

ANNOUNCEMENTS

MCDA Virtual Assistant

Responsibilities

Website

- Modifications/updates and maintenance of the MCDA website. This may include the following:
- Removing and/or adding pages to the site, changing color scheme or themes
- Add newly elected officers and committee chairs, bios, and photos; adding photos from events to website
- Calendar updates to include upcoming conferences, meetings, events, RFP submission deadlines, award submission deadlines
- Posting Minutes from the board received from the secretary once approved by the Officers
- Announcements for skill builders, networking events to include date, location, and cost
- Remove/delete events and content as needed from the website Send email reminders about meetings and upcoming events

Newsletter

- With oversight of Newsletter Chair, assist in preparation of the quarterly [\(More\)....](#)

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include requesting content, coordinating submissions, and producing the final newsletter

- Send out newsletter to all members of MCDA via Wild Apricot
- Set up and enable online and hard-copy pre-conference registration Provide on-site registration support
- Create and prepare badges for the annual conference
- Consolidate and distribute workshop proposals to Board for review/selection Prepare program book draft for review
- Prepare evaluation summary following conference

Other Administrative Duties

- Assist PR Chair with posts to social media sites to produce and maintain brand awareness Support the preparation and dissemination of Board minutes as needed
- Assist chair of Continuing Education Committee (CE) with preparation of materials for skill builder events and collecting and organizing evaluations and CE contact forms following the event
- Scheduling periodic conference calls as needed

Other duties as assigned and mutually agreed between the parties

Rate: \$35 per hour (not to exceed \$3000 annually)

MCDA BOARD MEMBERS



Natasha

Natasha OrtizFortier
MCDA President - 2021-22
Founder of Creative Career Chic

Tessa W. McKenzie
MCDA President-elect - 2021-22
Certified Designing Your Life
Coach, John Hopkins University



Tessa



Karol

Karol Taylor
MCDA past President, 28+ years
of federal service in employee
development, and 20+years as an
internal federal career consultant

Dr. Marilyn Maze
MCDA past President, Finan-
cial Administrator of the Asia
Pacific Career Development
Association. 2010 MCDA Life-
time Achievement Award
recipient



Marilyn



Viktoriya

Viktoriya Lotkina Selden
MCDA Secretary
Career Assessment and Develop-
ment Specialist. Vendor to Mary-
land
Division of Rehabilitation Ser-
vices (DORS)

Natalie Kauffman, MS
MCDA Legislative Chair
35 years NCDA Certified Career
Counselor™, FCD-I, NCC,
NCCC, GCDF-I



Natalie



Maria

Maria Schaeffer
MCDA Treasurer, Certified Global
Career Development Facilitator
(GCDF) and Offender Workforce
Development Specialist/Instructor
(S-I)

Dr. Staci L. Parker
MCDA Newsletter Manager
Organization Psychologist,
Certified Professional Coach.
Founder, InTouch Holistic
Transformation Coaching Ser-
vice (private practice)



Staci



Jennifer

Jennifer Longmire-Wright
Deputy Director, Administration &
Development for FAIR Girls. An
award-winning veteran public radio
producer, events, media, and devel-
opment professional

Dr. Kimberly Mills
MCDA Program Chair
Associate Professor, Clinical
Mental Health Program, 8 years
and practicing Licensed Thera-
pist, State of Maryland, 19 years.



Kimberley



LaTara

LaTara Jones
MCDA Treasurer elect
Adjunct professor at Duquesne
University: Strategies Academic
Success and Pathways to Success,
CDF
certified

Rose Howard
MCDA Credentialing Chair, Pro-
fessional Trainer & Program
Manager of Career Development
Services for retiring and separat-
ing Military members. Licensed
Social Worker, Certified Career
Services Provider, GCDF, NCDA
Master Trainer



Rose



Julie

Julie Neil
MCDA Immediate past President -2020
-21, Global Leadership Development
Facilitator & Coach. Professional
Certified Coach, Adjunct professor,
University of Maryland

MCDA Members Networking Webinar

Saturday, June 18
(new time) 2pm

Reserve Your Seat at MCDA.Newsletter@MDCareers.org

Suggested topic: **Starting and Scaling Your Online Practice**

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