**COUN 1000-ATH**

Career Awareness for

Student-Athletes

**Tuesday/Thursday 11:00 to 11:50 AM**

**Fall 2011**

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**Department of Special Education, Rehabilitation, Counseling/School Psychology**

**College of Education**

Instructor Information

**Elizabeth Hancock, MS**

**eah0038@auburn.edu**

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Office Hours

**Tuesday & Thursday 12:00 to 2:00 PM & By Appointment**

**Location:** Student-Athlete Development Center #359



**AUBURN UNIVERSITY**

**SYLLABUS**

Course Number: COUN 1000-ATH

Course Title: Career Awareness for Student-Athletes

Prerequisites: None

Credit Hours: 2 semester hours credits/Graded

Class Meeting Times: 11:00 –11:50 am/Tuesdays & Thursdays

Class Location: Student-Athlete Development Center 319

Instructor: Elizabeth Hancock

Office: Student-Athlete Development Center 359

Office Hours: Tuesday & Thursday 12:00 to 2:00 PM & By Appointment

 E-mail: eah0038@auburn.edu

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| *The course syllabus is a general plan for the course.**Deviations may be necessary and will be communicated to the class in a timely manner.* |

**COURSE DESCRIPTION**: This course offers an opportunity for receiving information and acquiring the skills necessary for academic and career planning. Processes of self-assessment and self-exploration are critical components of this course that contribute to your making educated academic and career decisions. In addition to traditional classroom activities, the content is presented in an experiential manner through interactive discussions, individual projects, and contact with campus resources.

## OBJECTIVES:

1. Students will explore interests, values, and personality in relation to academic and life planning.
2. Students will be able to articulate how the skills acquired through participation in intercollegiate athletics may translate to success in the classroom.
3. Students will research a selected major and related career.
4. Students will increase their knowledge of the skills and experiences that are attractive to future employers.
5. Students will learn to utilize websites and other resources to begin making educated career choices.

**ASSIGNMENTS & READINGS:** To make this class meaningful and useful, you must keep up with the readings and assignments as outlined in this syllabus. You will get out of this course exactly what you put into it; i.e., if you endeavor to learn about yourself, your unique interests and strengths, and the myriad opportunities available to you as a student-athlete at Auburn, you will be on track toward a successful academic career. The readings and assignments are designed intentionally to help you along that path; they are not designed to be “busy work.”

Please note that pop quizzes may be given on assigned reading material, and unannounced checks on the completion of assignments may be performed during the semester.

**TEXTBOOK:**

1. The Career Fitness Program: Exercising Your Options, Ninth Edition, edited by Diane Sukiennik, William Bendat, & Lisa Raufman.

**ASSESSMENTS**: Each student will be required to complete personal and career assessments during this course. These assessments are designed to foster insight into the career options that best match your unique interests and personality traits.

**COURSE POLICIES:**

1. Attendance is vital to your success in this class; therefore **2 points will be deducted from your final grade for every unexcused absence.**
2. Policies regarding excused absences (as per the criteria listed in the *AU Tiger Cub*) are as follows:
	1. If possible, students must notify instructor prior to absence and make arrangements to get assignments and/or projects due.
	2. Students must provide instructor with a written excused absence *within two weeks* after students have returned to class.
3. Students are expected to attend all classes and to arrive on time. Students who arrive more than 5 minutes late to class will be marked absent and will not be allowed to submit on that day any assignment due.
4. **All electronic devices including, but not limited to, cell phones, Ipod, mp3 players, IPad, laptop *must* be turned off before class starts. If the instructor sees electronic devices including cell phone being used during class (texting, calling, playing games, using internet) you will be counted absent (unexcused) for that day.**
5. Incomplete grades will be considered only for excused (Doctor’s excuse) medical reasons (see *Tiger Cub*).
6. Written reports will be submitted to the instructor typed (size 12 font) and double-spaced.
7. Late assignments will result in a **1-point reduction** per working day (M-F) for that assignment. Late assignments will be accepted **up to one week** past the due date for partial credit. After one week, students who do not submit assignments will receive no credit (grade of 0).
8. **Students are responsible for initiating arrangements for missed work.**
9. **Accommodations**: Students who need accommodations are asked to arrange a meeting during office hours of the first week of classes, or as soon as possible if accommodations are needed immediately. If you have a conflict with my office hours or location (due to accessibility), an alternate time or location can be arranged. To set up this meeting, please contact me by e-mail. Bring a copy of your Accommodation Memo and an Instructor Verification Form to the meeting. If you do not have an Accommodation Memo but need accommodations, make an appointment with the Program for Students with Disabilities at 1244 Haley Center, 844-2096.
10. **Honesty Code**: The University Academic Honesty Code and the Tiger Cub Rules and Regulations pertaining to Cheating will apply to this class.
11. **Professionalism:** As faculty, staff, and students interact in professional settings, they are expected to demonstrate professional behavior as defined in the College’s conceptual framework. These professional commitments or dispositions are listed below:
	1. Engage in responsible and ethical professional practices.
	2. Contribute to collaborative learning communities.
	3. Demonstrate a commitment to diversity.
	4. Model and nurture intellectual vitality.
12. At any time throughout this class, if you would like to meet with me about your career plans or issues/difficulties you are having regarding your career decision-making or job search, please feel free to set up an individual appointment with me for this purpose. Appointments to see the instructor may be made by e-mail.
13. As part of the class, students must attend at minimum 3 Life-Skills seminars throughout the semester

**Class Calendar: Topics and Assignments**

**Fall 2011**

*Because guest speakers will be invited into class periodically, the schedule below may necessarily change in accordance with the respective speaker’s availability. You will be given an updated calendar as necessary.*

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| **Date** | **Topic** | **Assignment Due** |
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| **Thursday 8/18** | **Class Introduction, Review Syllabus;** *Assignment-Read Chapter 1* |  |
| **Tuesday 8/23** | **Self Assessment & Career Development** *Assignment- Read Chapter 1 complete Article review on the Working World Today* | **Chapter 1** |
| **Thursday 8/25** | **Self Assessment & Career Development/Understanding Difference Between Career & Job**  *Assignment- read chapters 2 & 3* | **Working World Today, Chapter 1** |
| **Tuesday 8/30** | **Visualize Your Winning Self; Taining for Success,**  *Assignment-read Chapters 2 & 3* | **Chapters 2 & 3** |
| **Thursday 9/1** | **Training for Success & Finding Your Balance & Values** *Assignment- read Chapter 4* |  **Chapters 2 & 3** |
| **Tuesday 9/6** | **Assessing Your Personality & Interests** *Assignment-read Chapter 5* | **Chapter 4** |
| **Thursday 9/8** | **Assessing Your Skills** | **Chapter 5** |
| **Tuesday 9/13** | **STRONG Assessment** |  |
| **Thursday 9/15** | **MBTI Assessment** *Assignment-read Chapter 6* |  |
| **Tuesday 9/20** | **Analyzing the World Around You** *Assignment- read Chapter 7* | **Self-Exploration Reaction Paper; Chapter 6** |
| **Thursday 9/22** | **Exploring Your World** | **Chapter 7** |
| **Tuesday 9/27** | **Exploring Information**  |  |
| **Thursday 9/29** | **NO CLASS, Use this time to complete your Departmental Interviews** *Assignment-read Chapter 8* |  |
| **Tuesday 10/4** | **Strategizing & Decisions** | **Chapter 8** |
| **Thursday 10/6** | **Mid-Term; Strategizing Your Career with Financial & Academic Planning** |  |
| **Tuesday 10/11** | **Job Search & Creating A Personal Network** *Assignment-prepare a TYPED Rough Draft Resume* | **Academic Research Paper** |
| **Thursday 10/13** | **Preparing a Resume** | **Rough Draft Resume** |
| **Tuesday 10/18** | **Guest Speaker~Career Services** | **Final Resume-also submit via Blackboard** |
| **Thursday 10/20** | **Interviewing Successfully,** *Assignment-Create an Interview Transcript* |  |
| **Tuesday 10/25** | **Practice Interviews** | **Mock Interview Transcript** |
| **Thursday 10/27** | **Conducting Career Research** |  |
| **Tuesday 11/1** | **Career Planning & Long Term Career Goals; Work for Your Future** *Assignment-begin working on 5 year plan* |  |
| **Thursday 11/3** | **Career Research~Meet in Lab** *Assignment-Create a Future Budget* |  |
| **Tuesday 11/8** | **Financial Management; Credit & Debit & How to Create a Realistic Budget** | **Future Budget** |
| **Thursday 11/10** | **Goal Setting~Where Do I Go From Here?**  *Assignment-read Chapter 12* |  |
| **Tuesday 11/15** | **What Does the Future Hold For Me?** | **Chapter 12** |
| **Thursday 11/17** | **Workforce Development~Teamwork, Communication & Workplace Ethics** | **5 Year Plan** |
| **Tuesday 11/22** | **NO CLASS! Thanksgiving Holiday** |  |
| **Thursday 11/24** | **NO CLASS! Thanksgiving Holiday** |  |
| **Tuesday 11/29** | **Career Research Presentations ~ TURN IN BOOKS** | **TURN IN BOOKS** |
| **Thursday 12/1** | **Last day of class, Career Research presentations** | **Career Research Paper Due** |
|  **The End! No assignments will be accepted after December 1** |

**GRADING**

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| **Assignments** | **Maximum Points** | **Earned Points** |
| Working World Today Article | 5 |  |
| Academic Research Paper | 5 |  |
| Attend 3 Life Skill Workshops | 15 |  |
| Self-Exploration Reaction Paper | 5 |  |
| Career Research Paper | 10 |  |
| Resume | 10 |  |
| 5 Year Plan Summary | 10 |  |
| Pop Quizzes on Reading Material | 20 |  |
| Personal Assessments Summary | 10 |  |
| Final Presentation | 10 |  |

**Total: 100 Sub-total: \_\_\_\_\_\_\_**

**Bonus Points Earn + \_\_\_\_\_\_\_**

**Unexcused Absences:­­\_\_\_\_\_\_ x 2 points = -­­­\_\_\_\_\_\_\_**

**Final Points:\_\_\_\_\_\_\_**

**Final Grade:­­­\_\_\_\_\_\_\_**

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| You may earn 5 bonus points for every life skills workshop (beyond the required 3) that you attend up to 10 points total. You must bring proof prior to the Thanksgiving Holidays in order to receive credit. | **Grading Scale:**A: 90-100B: 80-89C: 70-79D: 60-69F: 59 and below |