**AUBURN UNIVERSITY**

**DEPARTMENT OF SPECIAL EDUCATION, REHABILITATION, AND COUNSELING SYLLABUS**

**Summer Semester 2018**

**Course #:  COUN 7230**

**Course Title:  Career Development and Vocational Appraisal**

Credit Hours: 3 credit hours

Co/Prerequisites: None

Corequisites:  None

Date Syllabus Prepared: May 16, 2018

**Professor**: Evelyn Hunter, PhD

**Instructor:** Morgan Jenkins, M.Ed., LPC, NCC

*(Under the supervision of Dr. Evelyn Hunter)*

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**Texts:**

Niles, S. G., & Harris-Bowlsbey, J. (2017). Career development interventions (5th ed.). Upper Saddle River, NJ: Pearson.

**Course Description:**

This graduate course will focus on the study of career development and vocational psychology. Counseling psychologists and professional counselors have accrued a rich and distinguished history of attending to the career development needs of youth and adults in our society. The counseling professions have grown from vocational guidance origins to extend and expand their efforts toward a myriad of missions and areas of service, but vocational psychology remains a distinct and unique identity of professional counselors and counseling psychologists. The tradition of matching persons with jobs has grown in sophistication over the years, thankfully because such a practice has existed for centuries in all kinds of cultures. Using state-of-the- art technologies and psychometrically-sound appraisal instruments, career counselors continue to pursue the complex challenge of helping people meet the challenge of finding rewarding ways to “do what they want to do” in the part of life commonly referred to as “work,” and to find creative ways to blend and balance these pursuits with other primary tasks of life.

**Course Objectives:**

Through assigned readings, in-class exercises, discussion posts, and satisfactory performance on the assignments and quizzes, students will demonstrate knowledge of:

1. Theories and models of career development, counseling and decision making (CACREP II.F.4.a)
2. Approaches for conceptualizing the interrelationships among and between work, mental well-being, relationships and other life roles and factors (CACREP II.F.4.b)
3. Processes for identifying and using career, avocational, educational, occupational and labor marker information resources, technology and information systems (CACPRE II.F.4.c)
4. Approaches for assessing the conditions of the work environment on clients’ life experiences (CACREP II.F.4.d)
5. Strategies for assessing abilities, interests, values, personality and other factors that contribute to career development (CACREP II.F.4.e)
6. Strategies for career development program planning, organization, implementation, administration and evaluation (CACREP II.F.4.f)
7. Strategies for advocating for diverse clients’ career and educational development and employment opportunities in a global economy (CACREP II.F.4.g)
8. Strategies for facilitating client skill development for career, educational and lifework planning and management (CACREP II.F.4.h)
9. Methods of identifying and using assessment tools and techniques relevant to career planning and decision making (CACREP II.F.4.i)
10. Ethical and culturally relevant strategies for addressing career development (CACREP II.F.4.j)
11. Models of P-12 comprehensive career development (CACREP V.G.1.c)
12. Use of developmentally appropriate career counseling interventions and assessments (CACREP V.G.3.e)

**Course Requirements:**

1. **Class attendance:** Students are expected to attend class and to be on time for class meetings. Students are expected to prepare for class and to participate in class activities and discussions. Should students need to be absent for any reason, please contact the course instructor before missing that class meeting. Students are allotted one excused absence. Each additional absence will result in a 10 pt. deduction from the student’s overall grade.
2. **Readings and participation:** Students are expected to come prepared to class having read in advance the materials required for each class meeting. Class participation is an integral aspect of the course and is expected of all students.
3. **Quizzes:** Students will take three mandatory quizzes and a final exam in class. Each quiz and the final exam will be time-limited. Students are expected to work individually on quizzes and the exam and are not permitted to share responses. Each quiz will cover lecture topics and readings, except the final quiz that will cover the entire course.
4. **Career conversations:** Students will interview two people from different social-cultural-economic groups about their views, beliefs, and understanding of work in their lives. Students will use provided questions (see Appendix A) to guide the interviews and may adapt these questions and/or devise their own questions. Students will write a 1-2 page summary of each interview and then a 2-3 page reflection on what they have learned about the nature of work and its impact on individuals through conducting these interviews.
5. **Discussion posts on Canvas:** Students will complete five discussion posts on Canvas. The post will prompt a response to a specific question. Students are required to respond to the prompt and post on a peer’s response. Each discussion post will explain that post’s specific requirements.
6. **Genogram:** Students will complete a genogram of the careers held by at least three generations of their family members. Students will then write a reflection (2-3 pages) that summarizes the genogram and includes any insights and/or observations they have regarding their families’ careers.
7. **Group project:** In small groups, students will develop a career development plan. The plan will be specific to one population and setting from a movie or book, as determined by the group members and approved by the instructor. Plans developed must include the following components: Need for the plan, plan objectives, summary of the plan, resources needed to implement the plan, expected outcomes, and methods of evaluation. Groups will present on their plan in class and will also write a reflection about the process that is due during finals’ week. Times and dates of presentations will be determined at a later date. At least three outside sources must be used and cited in the presentation, and a reference list must be provided in APA 6th ed. format. Students will also be given the opportunity to provide feedback about each group member’s contribution to the project for instructor consideration in grading. A rubric will be provided for the presentation and reflection at a later date.

**Grading and Evaluation:**

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| **Assignment** | **Point Value** | **CACREP Standards** |
| Discussion posts (5) | 20 each/100 total | 2.F.4.a; 2.F.4.b; 2.F.4.c; 2.F.4.d; 2.F.4.e; 2.F.4.f; 2.F.4.g; 2.F.4.h; 2.F.4.i |
| Genogram | 30 | 2.F.4.c |
| Career Conversations | 50 | 2.F.4.d; 2.F.4.g |
| Quizzes (3) | 20 each/60 total | 2.F.4.a; 2.F.4.b; 2.F.4.c; 2.F.4.d; 2.F.4.e; 2.F.4.f; 2.F.4.g; 2.F.4.h; 2.F.4.i |
| Group Project | 120 | 2.F.4.a; 2.F.4.b; 2.F.4.c.; 2.F.4.d.; 2.F.4.e.; 2.F.4.f.; 2.F.4.g.; 2.F.4.h; 2.F.4.i; 2.F.4.j, V.G.1.c, V.G.3.e |
| Final Quiz | 40 | 2.F.4.a; 2.F.4.b; 2.F.4.c; 2.F.4.d; 2.F.4.e; 2.F.4.f; 2.F.4.g; 2.F.4.h; 2.F.4.i |

**Total Possible Points: 400**

A = 90-100% (360+ points)

B = 80-89.9% (320 – 359 points)

C = 70-79.9% (280 – 319 points)

D = 60-69.9% (240 – 279 points)

F = <60% (less than 240 points)

**Course Schedule**

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| **Date** | **CACREP Standard(s)** | **Class Content** | **Assignments** |
| 5/23 | CACREP II. F.4.a | Chapter 1 |  |
| 5/30 | CACREP II. F.4.a | Chapters 2 | Discussion 1 due 6/3 |
| 6/6 | CACREP II.F.4.a; II.F.4.e; II.F.4.f; II.F.4.g; II.F.4.h. | Chapters 3 – 5 | Quiz 1 in class |
| 6/13 | CACREP II.F.4.c | Chapters 6 – 8 | Discussion 2 due 6/17 |
| 6/20 | CACREP II.F.4.b; F.4.f; V.G.1.c, V.G.3.e | Chapters 9 – 11 | Quiz 2 in classGenogram due 6/20 |
| 6/27 | CACREP II.F.4.b; CACREP II.F.4.f | Chapters 12 & 13 | Discussion 3 due 7/1 |
| 7/4 |  | NO CLASS | Career Conversations due 7/8 |
| 7/11 | CACREP II.F.4.j. | Chapter 14 | Discussion 4 due 7/15Quiz 3 in class |
| 7/18 | CACREP II.F.4.j. | Chapter 15 & Review | Group Presentations |
| 7/25 |  | CPCE/NCE Prep | Final Quiz in classDiscussion 5 due 7/29Group Presentations |
| 8/1 |  | NO CLASS | Final Reflection due 8/1 |

**Class Policy Statements:**

1. Attendance: Students may miss up to one class without penalty. Additional absences will result in grade reduction. Students will be held responsible for any content covered in the event of an absence. Students are expected to be on time for class.
2. Excused absences: Students are granted excused absences from class for the following reasons: illness of the student or serious illness of a member of the student’s immediate family, trips for student organizations sponsored by an academic unit, trips for university classes, trips for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays. Students who wish to have excused absences from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please see Student Policy eHandbook www.auburn.edu/studentpolicies for more information on excused absences.
3. Course communication: Canvas will be used as the medium to transfer educational materials for this course. Students will upload completed assignments to Canvas and bring them to class only when instructed. University e-mail (NOT messages through Canvas) will be the primary avenue of communication with the instructor in between class sessions.
4. Make-Up Policy: Arrangement to make up the final due to a properly authorized excused absence must be initiated by the student within one week of the end of the period of the excused absence. Except in extraordinary circumstance, no make-up exams will be arranged during the last three days before the final exam period begins.
5. Academic Honesty Policy: All portions of the Auburn University student academic honesty code (Title XII) found in the Student Policy eHandbook www.auburn.edu/studentpolicies will apply to university courses. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.
6. Educational Accessibility Accommodations: Students who need accommodations are asked to electronically submit their approved accommodations through AU Access and to arrange a meeting during office hours the first week of classes, or as soon as possible if accommodations are needed immediately. If you have a conflict with my office hours, an alternate time can be arranged. To set up this meeting, please contact me by e-mail. If you have not established accommodations through the Office of Accessibility, but need accommodations, make an appointment with the Office of Accessibility, 1228 Haley Center, 844-2096 (V/TT).
7. Course contingency: If normal class and/or activities are disrupted due to illness, emergency, or crisis situation, the syllabus and other course plans and assignments may be modified to allow completion of the course. If this occurs, an addendum to your syllabus and/or course assignments will replace the original materials.
8. Professionalism: As faculty, staff, and students interact in professional settings, they are expected to demonstrate professional behaviors 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
9. Use of Electronics: Cell phones must be put on silent and stored during class times, unless the instructor is notified of special circumstances (e.g., on-call professional services, family emergencies). Computers and electronic notepads are only to be used when prompted by the instructor. There will be many **‘No Devices’** situations throughout class time. During these times, if a student is caught using a device, they will be counted as having an unexcused absence for that day.

**Justification for Graduate Credit:**

This course includes advanced content. This includes content as specified by the Council for the Accreditation of Counseling and Related Programs (CACREP, 2009). All academic content approved by CACREP is for advanced Masters and/or Doctoral graduate study. This includes rigorous evaluation standards of students completing the student learning outcomes specified in this syllabus.

**SYLLABUS DISCLAIMER:**

Due to the nature of this course, the instructor reserves the right to make changes to the syllabus as needed due to the developmental needs of the students. In the event that changes are deemed necessary, the instructor will inform students at the earliest date possible in class or via email.

**Appendix A**

**Career Conversations: Possible Interview Questions**

* Tell me something about your work experiences, paid or unpaid.
* What aspect of your current job do you enjoy, or not enjoy?
* Are there others who work with you? Tell me something about how you work together.
* What are your relationships with other at work like?
* How do most people you know decide what sort of work they will do?
* Did you (or do you) have a choice about the type of work you do?
* Who influences your “choice”?
* What help, if any, did you get in choosing?
* Do you have a work path you would like to pursue, if you had the choice or the opportunity?
* What supports might (or could have) help you move toward this path?
* What barriers would (or did) prevent you from moving on this path you want/wanted?
* How has your family influenced your work path?
* How does where you live influence the type of work available to you?
* How does your social class influence the type of work available to you?
* How have your values influenced your choices/options?
* How has your religion influenced your choices/options?
* How has your gender influenced your choices/options?
* How has your age influenced your choices/options?
* How has the social-political context influenced your choices/options?
* How has your cultural, ethnic background influenced your choices/options?