

M: Course Objectives / Learning Outcomes

Upon successful completion of this course, the student will be able to:

1. **Job Loss**
 - identify social, economic, health and psychological issues associated with employment and unemployment
 - describe how a range of individuals and families respond to job loss
 - describe strategies for assisting people who are experiencing the effects unemployment
2. **Labour Force Statistics**
 - explain how labour force data are defined and compiled
 - interpret labour force statistics and identify labour force trends
 - critically evaluate labour force data
3. **Motivation**
 - recognize individual differences with respect to motivation
 - describe techniques for assessing motivation
 - describe a range of strategies and skills for motivating individuals
4. **Career Counselling**
 - identify sources of career information
 - demonstrate knowledge of the use of aptitude, interest and personality tests
 - describe methods for assessing career aspirations
 - describe the apprenticeship process
5. **Job Search Methods**
 - describe methods for assisting clients to overcome barriers to employment (age, criminal record, language, skill, etc.)
 - list non-traditional job search strategies
 - demonstrate ability to compile targeted chronological and functional resumes
 - identify sources of information for researching employers
 - demonstrate knowledge of informational interviewing
 - describe the relevance of personal contacts
 - demonstrate knowledge of the concept of transferable job skills
 - demonstrate knowledge of the use of multiple approaches to job search including networking, use of phone contacts, direct contact with targeted employers, use of the hidden job market, follow up of contacts, call back
 - demonstrate ability to prepare for a job interview including anticipating possible questions, describing appropriate manner and dress and identifying strategies for follow-up of the employment interview
 - describe the use of the Internet as a search and information tool
6. **Job Club Method**
 - describe the philosophy and structure of a Job Club
 - describe Job Club methodology
 - demonstrate ability to use Job Club handouts
 - demonstrate proficiency in developing Job Club scripts
7. **Legal**
 - describe the collective bargaining process
 - identify legislation relevant to industrial relations (e.g., Employment Standards Act, BC Labour Code)

<p>N: Course Content: The following global ideas guide the design and delivery of this course:</p> <ol style="list-style-type: none"> 1. One's work and career satisfy multiple human needs. Throughout life, a career is a major source of identity and motivation. 2. Occupational wellness emerges when individuals match their interests, personality traits, motivational patterns, and abilities with congruent work environments. Work and career are integral components of one's wellness profile. 3. Career and occupational aspirations and capacities are developmental and evolve over the lifespan. Career changes are inevitable; some are predictable, some are developmental, others are necessitated by crisis. 4. From a systemic perspective, employment and unemployment are the result of many variables; global, national and local economies, culture, gender, education, familial employment patterns and expectations. Understanding unemployment as an equity issue reduces the self-blame of the unemployed. 5. Individuals are unique in the ways they respond to job loss. Employment counsellors can assist individual needs and wants. 6. Job loss affects not only the mind, body, and spirit of the individual, but also the health of the families and the community. Thus, society is strengthened by the pursuit of life and career vitality among all of its members. 7. Occupational choice and motivation are affected by variables including environment, education, aptitude, opportunity, and one's sense of personal power. Arriving at an employment goal is the beginning of a process of change and learning. 8. Career planning and job search skills can be learned. Individuals who are seeking employment find support, encouragement and renewed self-esteem through participation in groups with others looking for work. 9. Technical expertise and knowledge of the world of work is balanced with respect for the limits of knowledge, ability and professional role, a caring attitude, tolerance of a wide range of behaviours and cultures, empathy, and respect for the rights of others including their right to self-determination, and acceptance and understanding of diversity.
<p>O: Methods of Instruction Lecture, practice, use of multimedia resources, student presentations</p>
<p>P: Textbooks and Materials to be Purchased by Students T.B.A.</p>
<p>Q: Means of Assessment: This course will conform to Douglas College policy regarding the number and weighting of evaluations.</p> <ol style="list-style-type: none"> 1. Practice reports 2. Self-evaluation 3. Field assessment
<p>R: Prior Learning Assessment and Recognition This course is available for PLAR</p>

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Course Designer(s)

Education Council / Curriculum Committee Representative

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Registrar