

Assemblies of God Theological Seminary

PCP 628 Career Development Counseling

Mr. Mike Ferguson M.S.
Spring 2005

Email address: orgdoc@sbcglobal.net
Office Number: 866-8864
Call or Email for Appointment

Course Description

Career Development Counseling is designed to meet state licensure and examination requirements as it provides coverage of the lifelong processes and influences that lead to work values, occupational choice, creation of a career pattern, decision-making style, integration of rules, self- and career-identity and patterns of work adjustment. Special attention will be given to the process of career development and career identity formation throughout the lifespan, the use of assessments in career counseling, and an overview of prominent career development theories will be pursued.

Course Objectives

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

1. List the primary components of career development theories and career counseling models.
2. Examine the implications of career development theories and counseling models for specific populations as they are applied to the counseling setting.
3. Identify common assessment instruments utilized in career counseling.
4. Articulate a refined understanding of the impact of psychosocial and spiritual factors influencing career choices.
5. Describe the changing nature of the employment environment and the need for integrating work and family roles.

Required Text

Zunker, V.G. (2002). *Career counseling: Applied concepts of life planning* (6th Ed.). Pacific Grove, CA: Brooks/Cole

Zunker, V.G. & Osborn, D.S. (2002) *Using assessment results for career development* (6th Ed.). Pacific Grove, CA: Brooks/Cole

Recommended Textbook

American Psychological Association. (2001). *Publication manual of the American Psychological Association* (5th ed.). Washington, DC: Author.

Course Methodology

The course will be taught using a variety of methods. The primary method used will be lecture mixed with numerous opportunities for class discussion. Additionally, the course will use group activities, individual self-exploration exercises, and demonstrations. Videos may also be used to illustrate and emphasize important concepts.

The outline of the course generally follows that of the text. Students are encouraged to read and study the textbook *before* the material is to be discussed in class. Reading assignments for each week are provided here in the syllabus.

Course Requirements

Students will actively participate in class discussions and activities and complete assigned readings for each week’s discussion.

Quizzes- Twelve quizzes will be given on scheduled dates throughout the course. Questions will be multiple choice and will be taken from the text, as well as the lectures. Quizzes will be administered at the beginning of the class on the scheduled days. Students should not expect to make up quizzes except for extenuating circumstances. Each quiz will consist of 10 questions, each question being worth one point. In addition, students will be allowed to drop two of the lowest quiz scores at the end of the semester.

Exams- At the conclusion of the course there will be a final exam consisting of 100 questions all of which are taken from the quizzes given throughout the course. The final exam will be worth 200 points

Research Paper- A Literature Review Paper regarding a topic related to Career Development Counseling will be due at the end of the course (date will be announced). The paper is to consist of no less than 15 pages (not including title page, and reference pages) and shall be written according to the *Publication manual of the American Psychological Association* (5th ed.).

Participation- Attendance will be taken in accordance with AGTS policy. Students will also receive points for their attendance. Each student will be given 100 points at the beginning of the semester. Each absence will reduce the total by 20 points. On the 4th absence, you will receive an F for the entire course.

Participation Scale

0	Absences	=100 points	(A)
1	Absence	=80 points	(B)
2	Absences	=60 points	(C)
3	Absences	=40 points	(D)
4	Absences	=20 points	(F)

It is the student’s responsibility to maintain a record of absences.

Research- Students will be required to research and hand in four journal articles on scheduled days throughout the semester related to topics discussed in the class. Each student will need to choose a research topic and hand in a peer-reviewed Journal article of the topic on the assigned day. In addition, the student will write a summary of the article which should not exceed 200 words. Be sure to turn in the article along with the journal summary. Each article is worth 25 points. A peer-reviewed article is a scholarly periodical which requires that each article submitted for publication be judged by an independent panel of experts (scholarly or scientific peers). Articles not approved by a majority of these peers are not accepted for publication by the journal (e.g. *Journal of Consulting and Clinical Psychology...*).

Course Grades

Grades will be based upon the degree of success in completing the course requirements. Each requirement and total points given are listed below:

Requirements	Total Points
Final Exam	200 points
Research Paper	100 points
Quizzes (10x10 pts)	100 points
Participation	100 points
Journal Articles and Summaries (4x25 pts)	<u>100 points</u>
	600 points

Distribution of Grades- Point values corresponding with the letter grade are listed below:

Grade	Points	Grade	Points
A	558-600	C	461-432
A-	540-557	C-	431-420
B+	522-539	D+	402-419
B	498-521	D	372-401
B-	497-480	D-	360-371
C+	460-479	F	<360

SELECT BIBLIOGRAPHY

- American Counseling Association. (1995). *Code of ethics and standards of practice [On-line]*. Alexandria, VA: Author. Available:
<http://www.counseling.org/resources/codeofethics.htm>
- American Psychological Association. (2001). *Publication manual of the American Psychological Association* (5th ed.). Washington, DC: Author
- Association of Computer-Based Systems for Career Information: (1991). *Use of the DOT by career information delivery systems (CIDS)*. Alexandria, VA: ACSCI Administrative Office, National Career Development Association.
- Association of Computer-Based Systems for Career Information. (2002). *Handbook of standards for the operation of computer-based career information systems*. Tulsa, OK: Author, ACSCI Administrative Office. [On-line]. Available:
<http://www.acsci.org/standards2.htm>
- Bloch, D. B. (1996). Career information, computer-based career support systems, and the SDS. In Shahnasarian, M. (Ed.), *The Self-Directed Search (SDS) in business and industry: A resource guide* (pp. 135-158). Odessa, FL: Psychological Assessment Resources.
- Bloom, J. W. (2000). Technology and web counseling. In H. Hackney (Ed.), *Practice issues for the beginning counselor*. Needham Heights, MA: Allyn and Bacon.
- Brown, D. (2003). Using technology: The Internet and computer-assisted career guidance systems. In D. Brown, *Career information, career counseling, and career development* (8th Ed.). (pp. 231-255). Boston, MA: Allyn and Bacon.
- Drummond, R. J., & Ryan, C. W. (1995). *Career counseling: A developmental approach*. Englewood Cliffs, NJ: Merrill.
- Harris-Bowlsbey, J. (2002). Career planning and technology in the 21st century. In S. G. Niles (Ed.), *Adult career development* (3rd Ed.). (pp. 157-169). Tulsa, OK: National Career Development Association.
- Isaacson, L. E., & Brown, D. (1997). *Career information, career counseling, and career development programming* (6th. Ed.). Boston, MA: Allyn and Bacon.
- Krumboltz, J. D., & Winzelberg, A. (1997). Technology applied to learning and group support for career-related concerns. *Career Planning and Adult Development Journal*, 13, 101-110.
- Luzzo, D. A. (Ed.). (2000). *Career counseling of college students: An empirical guide to strategies that work*. Washington, DC: American Psychological Association.

- Mariani, M. (1996). Computer-assisted career guidance: Ride the rising tide. *Occupational Outlook Quarterly*, 39(4) 16-27.
- Miller, A. L., & Tiedeman, D. V. (1974). Technology and guidance: The challenge to a more elastic existence amid accelerating obsolescence. In E. L. Herr (Ed.), *Vocational guidance and human development* (pp. 381-398). Boston, MA: Houghton Mifflin.
- National Board for Certified Counselors. (1997). *Code of ethics* [On-line]. Alexandria, VA: Author. Available: <http://www.nbcc.org/ethics/nbcc-code.htm>
- National Career Development Association. (1991). Ethical standards. In D. Engels (Ed.), *The professional practice of career counseling and consultation: A resource document* (2nd. Ed.) (pp. 26-33) [On-line]. Alexandria, VA: Author. Available: <http://www.ncda.org/about/poles.html>
- National Career Development Association Professional Standards Committee. (1997). *Career counseling competencies* [On-line]. Columbus, OH: Author. Available: <http://www.ncda.org/about/polccc.html>
- National Career Development Association. (1997). *NCDA guidelines for the use of the Internet for provision of career information and planning services* [On-line]. Alexandria, VA: Author. Available: <http://www.ncda.org/about/polnet.html>
- Niles, S. G., & Harris-Bowlsbey, J. (2002). *Career development interventions in the 21st century*. Upper Saddle, NJ: Merrill Prentice Hall.
- Reardon, R. C., Sampson, J. P., Jr., Ollis, H., Dietrich, E., Frugoli, P., & Woods, J. F. (1994). *Priorities for relating career information system development and federal initiatives (technical report No. 19)*. Tallahassee, FL: Florida State University, Center for the Study of Technology in Counseling and Career Development.
- Reile, D. M. (2000). *Ethical standards and codes of conduct for using the internet in the provision of careers information and planning services*. ExtraNet Online/Career-Nsite.com, Kensington Consulting. Available: <http://www.hexcentric.co.uk/hexcentric/icg/icjb/ICJCDR.html>
- Sampson, J. P., Jr. (1999). Effective design and use of Internet-based career resources and services. *IAEVG (International Association for Educational and Vocation Guidance) Bulletin*, 63, 4-12.
- Sampson, J. P., Jr., & Lumsden, J. A. (2000). Ethical issues in the design and use of Internet-based career assessment. *Journal of Career Assessment* 8(1), 21-35.
- Savickas, M. L., & Walsh, B. W. (Eds.). (1996). *Handbook of career counseling theory and practice*. Palo Alto, CA: Davies-Black Publishing.

Watkins, C. E., & Campbell, V. L. (Eds.). (2000). *Testing and assessment in counseling practice* (2nd. Ed). Hillsdale, NJ: Lawrence Erlbaum Associates, Inc.

Zunker, V. G. (2002). *Career counseling: Applied concepts of life planning* (6th Ed.). Pacific Grove, CA: Brooks/Cole.

Partial bibliography by Sampson, J. P., Reardon, R. C., and Shy, J. D. (2003).
The Center for the Study of Technology in Counseling and Career Development; Florida State University.
Reproduced by permission. University Center, Suite A4100 The Florida State University, Tallahassee, FL
32306-2490, <http://www.career.fsu.edu/techcenter>.

Course Outline

<i>Date</i>	<i>Topics</i>	<i>Readings</i>
January 11	Introduction to the course Chapter 2 Theories of Career Development I	(Read pgs 25-83)
18	Quiz -Chapter 3 Theories of Career Development II	(Read pgs 84-106)
25	Quiz -Chapter 4 Career Counseling Models (part 1)	(Read pgs 107-135)
February 1	Quiz -Chapter 4 Career Counseling Models (part 2)	(Read pgs 135-158)
8	Quiz -Chapter 5 Techniques for the Career Intake Interview	(Read pgs 159-187)
15	Quiz -Chapter 6 Career Counseling Intake Intake Interviews Cast Studies	(Read 188-205)
22	Quiz -Chapter 7 Using Standard Assessment In Career Counseling	(Read pgs 206-233)
March 8	Quiz -Chapter 6 & 7 <i>Using Assessment Results for Career Development</i>	(Read pgs 69-149)
15	Quiz -Chapter 17 Career Counseling in Schools	(Read pgs 450-482)
22	Quiz Chapter 18 Career Counseling in Institutions of Higher Learning	(Read pgs 483-511)
29	Quiz Chapter 19 Career Counseling in Work Settings And Career Transitions	

		Throughout Life	(Read pgs 514-541)
April	5	Quiz -Chapter 20 Career Counseling for Adults in Career Transition	(Read pgs 543-554)
	12	Quiz Chapter 21 Career Development of Adults in Organizations	(Read pgs 573-603)
	19	Comprehensive Final Exam	

Dates for Research Journal Articles to be turned in:

January	25	First Journal Article and Summary Due
February	22	Second Journal Article and Summary Due
March	29	Third Journal Article and Summary Due
April	12	Fourth Journal Article and Summary Due

Literature Review Paper will be due the last day of class, **April 19, 2005.**