

Lewis & Clark College
Professional Mental Health Counseling Program
MHC 540
Career Counseling
Syllabus Cover Sheet

Required Course Objectives:

Professional Identity Standards (CACREP 2016 Standards)

- 4a. theories and models of career development, counseling, and decision making
- 4b. approaches for conceptualizing the interrelationships among and between work, mental well-being, relationships, and other life roles and factors
- 4c. processes for identifying and using career, avocational, educational, occupational and labor market information resources, technology, and information systems
- 4d. approaches for assessing the conditions of the work environment on clients' life experiences
- 4e. strategies for assessing abilities, interests, values, personality and other factors that contribute to career development
- 4f. strategies for career development program planning, organization, implementation, administration, and evaluation
- 4g. strategies for advocating for diverse clients' career and educational development and employment opportunities in a global economy
- 4h. strategies for facilitating client skill development for career, educational, and life-work planning and management
- 4i. methods of identifying and using assessment tools and techniques relevant to career planning and decision making
- 4j. ethical and culturally relevant strategies for addressing career development

Key Required Assignments/Student Learning Outcomes

These assignments are required for the course, but will not be the only requirements/expectations. The chart below lists the assignment, method of submission, and benchmark score/grade. These assignments are set up for upload to Taskstream and/or instructor provides rating for assignment. See syllabus for details.

Professional Identity		Proficient (A)	Benchmark (B)	Emerging (C)	Inadequate/Fail	As evidenced by:	Evaluation and Remediation
Goal 4 of 6							
Demonstrates ability to complete a career assessment and give feedback to client in role play	Practicum Year	Scores Effective or above in all 5 areas assessed	Scores: Effective (3) or above in 4 of 5 areas assessed	Scores below 3 in 2 or more areas assessed		MHC 540 Triad role play assignment Practicum Evaluation Item 39	Assessment Chair Review/Referral to BRC or ARC

Career Development and Life Style Counseling

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MHC 540 – Career Counseling

Credit: 2 semester hours

Career development theories; current career trends, concerns, and programs/interventions for diverse client populations; career counseling strategies, tools, and resources (including Web-based resources); facilitation of client awareness, choice, and action with respect to career-related issues; integration of career counseling with mental health and addictions treatment. Emphasis is on developing a broad view of career as lifestyle, the mutual impact of career and cultures, and the practical application of theory and information in a professional counseling context.

Class Objectives

Create a collaborative and inquiry based learning community of engaged and self-directed learners involved in discovering, learning, discussing, and presenting formal exhibitions of the dynamics of career counseling.

MHC 540 Career Counseling

1. Career development fundamentals, theories and decision-making models;
2. Career, avocational, educational, occupational and labor market information resources, visual and print media, computer-based career information systems, and other electronic career information systems;
3. Career development program planning, organization, implementation, administration, and evaluation;
4. Interrelationships among and between work, family, and other life roles and factors including the role of diversity and gender in career development;
5. Career and educational planning, placement, follow-up, and evaluation;
6. Assessment instruments and techniques that are relevant to career planning and decision making;
7. Technology-based career development applications and strategies, including computer-assisted career guidance and information systems and appropriate world-wide web sites;
8. Career counseling processes, techniques, and resources, including those applicable to specific populations;
9. Ethical and legal considerations.

Required Textbook:

Career Theory and Practice: Learning Through Cases Studies

Jane L. Swanson and Nadya A. Fouad, 2014

Required Assessment Tools:

Strong Interest Inventory and Myers-Briggs Type Indicator (MBTI) - provided through the instructor.

Professionalism

A). Instructional Process: This course will function in a seminar/collaborative learning format where participants will actively and knowledgeably contribute to discussions. Students are responsible for leading several of the class in text discussions and case studies. Students will evaluate the performance of colleagues in these student-led discussions.

B). Attendance: Mandatory for each class. All assignments must be completed, including class work. *Call or email* before class for excused absence and for assignment of additional work. Two absences fail class.

C). Participation: Because this class will function in a seminar and roundtable discussion format and not a lecture class, the active participation of all students is required. Participation will be

evaluated not only on the quantity of what you say but also on the quality of your contribution to class and group discussions.

D). Professional Integrity: Please be diligent in using proper source citation for all work (APA style) and giving credit when and where due.

E). Assignments are evaluated on effort, professional quality, completeness, and timeliness. **Late assignments** are accepted with prior approval of instructor. Grade may be lowered for late assignments.

Departmental Attendance Policy

Class attendance is expected and required. Any missed class time will be made up by completing extra self-designed assignments and approved by the instructor. Missing more than ten percent of class time may result in failure to complete the class. This would be 4.5 hours of a 45 hour class (3 credits), 3.0 hours for a 30 hour class (2 credits) or 1.5 hours for a 15 hour class (1 credit.) In case of extreme hardship and also at the discretion of the instructor, a grade of incomplete may be given for an assignment or the entire course. In such cases, the work to be submitted in order to remove the incomplete must be documented appropriately and stated deadlines met. Students are expected to be on time to class and tardiness may be seen as an absence that requires make-up work.

Class Evaluation

Career Profile Presentation

A). *Class discussions* on aspects of the development of the Client Career Profile. **10 points**

B). *Intake Interview Report/Reflection* using the Client Career Profile. **20 points**

Career Development for Individuals/Triad Work

A). *Triad Work including profile, interpretation, and reflection paper* detailing intake information and interpretation of MBTI and/or Strong Interest Inventory. **35 points**

B). *Theorists Respond.* Work in groups and reflect on client profiles as a theorist. **10 points**

Career Counseling Techniques

A). *Leadership.* Lead chapter review from text. This includes case studies review. You may design an activity or develop your own stirring discussion questions. As teams, all students need to show leadership. **25 points**

Active Participation

20 points

Final Paper

30 points

TOTAL 150 points

GRADING CRITERIA

135 – 150 points A
125 – 134 points B
120 – 124 points C
below 119 points D

Assignments for MHC 540

Career Profile

The second evening of class, we will discuss and design what a client career profile might look like and include. From there, each student will find one adult, over the age of 30, who is interested in supporting your work as a developing career counselor. Please choose someone outside of the Lewis & Clark Graduate School program. This should be an adult other than your partner or family member. Your “client” should understand that this is for practicing intake procedures and will not involve any additional follow-up conversations. ***This is due on Sept 28th and is worth 20 points.***

Additionally, you will write your own career profile using the instrument we have developed. This profile will become a product for your use during the assessment interpretations as well as useful in your own personal reflection and preparation for a job search. You should use this reflection/writing experience to begin to integrate personal life and career life from your own point-of-view. ***This is due on Oct 19th and needs to be presented to the person in your Triad who will serve as your “career counselor” and interpret one of your inventories.***

Career Development for Individuals/Triad Work

In your Triad, every student will participate in all three roles:

Counselor: Interpret the MBTI or Strong Interest Inventory for one of your triad members. To do this effectively, you will need to discuss your team member’s client profile with him/her prior to reviewing both sets of results from the Strong & MBTI.

Client: Experience having your MBTI or Strong interpreted by one of your triad members. You will discuss with your counselor your career profile prior to learning the results of the inventory(ies). Allow yourself to experience the vulnerability of your profile and the interpretation of the results.

Observer: You will take notes for the counselor. What went well in the interpretation? What suggestions would you make? Be sure to point out observations such as counselor body language, listening skills, reflection questions, and responses from counselor to client and client to counselor.

Each of these interpretations should take approximately 55-60 minutes – *which does not* include 10-15 minutes of feedback from the observer.

Paper Report and Reflection: Each student will write an independent 4-5 page, double spaced, 11-12 point font, 1” margins that includes knowledge gained from each vantage point (counselor, client, observer); insights into your own counseling practice; challenges you have yet to address in career counseling. ***This paper is due on Nov 2nd and is worth 35 points.***

Career Counseling Techniques and Leadership

In a partnership with class colleagues, you will present a chapter from the text and lead the discussion on case studies included in the chapter. You may design an activity or develop your own stirring questions for discussion. Each student needs to show leadership. ***Worth 25 points.***

Final Paper

You may use all the materials from the course and others if you choose (please properly site). Students must work alone on the final paper. ***The final paper instructions will be given out in class on Nov 2nd and the paper will be due the last session of class Nov 16th . Final paper is worth 30 points.***

Counseling Psychology Course Structure Guidelines

For the purposes of this policy, the term 'instructor' applies to both full faculty and adjunct faculty. All instructors are expected to follow the policies on the Graduate Faculty Resources website, located at http://graduate.lclark.edu/faculty/resources/forms_and_resources/

Class Meetings

Classes must start and end according to the information in WebAdvisor. This applies to both individual sessions and actual dates of class. The graduate school does not have a finals week. The number of sessions of a course may vary and need to be worked out in collaboration with program directors for all applicable programs. Commons courses will take all program needs into account when and if possible. Instructors must meet with their classes for the required number of hours, listed below:

1 semester hour = 15 hours

2 semester hours = 30 hours

3 semester hours = 45 hours

4 semester hours = 60 hours

Supervision courses offered at the Lewis & Clark Community Counseling Center may conform to the operating hours and service provision needs.

Syllabus

Each course needs to have a syllabus consistent with accreditation and graduate school standards. Syllabi must be emailed to CPSY office staff by the course's start date, and given to the students at the beginning of each course. For required content of syllabus, please see the Graduate School of Education and Counseling's Graduate Faculty Resources Handbook.

Instructor Attendance

Instructors should be present for all class sessions, including times when guest speakers are presenting. In the unlikely event that an instructor needs to be absent for professional reasons, a substitute for class needs to be arranged in advance. If an instructor needs to cancel a session, they need to contact the CPSY office. The office staff will email the students and appropriate program director(s). Missed class time must be made up either through another class session or through an additional activity to be determined by the instructor.

Course Evaluations

Instructors must require students to complete course evaluations during class time following established guidelines of the Graduate School of Education and Counseling.