Psy 313 – Careers in Psychology
Course Outline and Syllabus
Fall 2017

Days/Times: Tuesday 1:00 – 2:50 p.m.
Room: Stevenson 3072
Instructor: Suzanne Maggio-Hucek, MSW, LCSW
Email: maggiohu@sonoma.edu
Voicemail: 707 217-2107 (message)
Office: Stevenson 3057
Office Hours: Thursday, 12 - 2 or by appointment

Catalogue Description
Offers students an opportunity to explore and discover their values, skills, interests, lifestyle preferences, and the undertaking of the personal strategies necessary to formulate career paths and alternatives.

Required Texts:
- Notebook (for working through the exercises in the texts)

Learning Objectives:
At the completion of this course you should be able to:

- Have a basic understanding of the major established career paths available in the field of psychology, as well as a sense of some alternate career paths that are currently developing.
- Know how to access information (online, through developing personal contacts and interviews, and by using the library, human resources departments, etc) for further academic and professional development.
- Learn to write a resume, a cover letter, and other means of presenting oneself professionally as a part of career development in the field of psychology.
- Better understand his/her own goals, talents and skills relevant to developing a productive and successful career in the field of psychology through interviewing a professional in the field.

Service Learning
This course is a service learning course. As part of the course, you are expected to participate in meaningful service work with a community partner each and every week. Through your work with your community partner, you will be applying the concepts we learn in class to real world experience. You will choose a particular program that you will work in throughout the entire semester.

As an important part of your community involvement, each week, you will also complete a community partner reflection. These reflections will give you the opportunity to reflect on the work you are doing in light of the material we are discussing in class. Reflections

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should be typed, double spaced, and turned in each Thursday. Prompts will be assigned weekly and can be found on Moodle.

**Service Learning Partners:**

- **Community Action Partnership** of Sonoma County is an organization that partners with the community to empower low income families through community engagement, health and wellness, education and financial stability strategies. Programs include community engagement, health and wellness, education and financial stability.

- **Forget Me Not Farm** is a program of the Sonoma Humane Society that offers animal-assisted and horticultural therapeutic activities that provide a haven for children, plants and animals to bond, learn, and heal with one another.

- **Mentor Me** is a 17-year old nonprofit that helps at-risk youth achieve their best in school and in life by providing them with one-on-one, long-term adult mentors.

- **Petaluma Health Center** ensures access to and provides high quality prevention-focused health care, for the communities we serve.

- **City of Santa Rosa Community Engagement Program** provides support and resources to community and to other City departments in an effort to improve relationships between residents of Santa Rosa and the City of Santa Rosa.

**Expectations:**

Throughout this course, we will operate as members of a community of learners. It is critical that we treat each other with respect and support on this journey of discovery. As such, the following expectations apply:

- Arrive for class on time. Late arrivals are disruptive and disrespectful to the instructor and your classmates.

- Assignments must be turned in on time. Should you have a situation that necessitates your need for an extension, you must speak to me in advance of the due date to make special arrangements. I will not accept any late assignments without advance discussion.

- Participate actively. In a community we are all responsible for each other. Come to class prepared. Share your thoughts and ideas and the class will be richer for all involved.

- Be a conscious community member. Do not use vulgarity, racial slurs, discriminatory remarks or other communication that shows disrespect to your community.

- Be respectful of guest speakers. Be polite when they are speaking. Ask questions.

- **There is no use of electronic devices such as cell phones, iPods, etc.** Cell phones must be turned off or set to vibrate. If you would like to take notes on your laptop, please discuss this with me in advance. Refrain from distracting activities (e.g. sleeping, whispering, talking when someone else is talking, working on other coursework, texting, online shopping, responding to email, etc.)
• Do your own work. Cheating or plagiarizing on papers or exams is against school policy and appropriate action will be taken if it is determined that you have done so.

• Ask questions. I have an open door policy. If you have a problem, come speak to me. My goal is to support your learning experience.

**Attendance and Participation**

Your full attendance and participation are required. Attendance and participation are indicators that you are an active and committed participant in your education.

Be on time. Attendance will be taken at the beginning of class. If you are more than 5 minutes late, you will be considered tardy. If you are late twice, it will be seen as an absence. After three absences, the instructor has the option to drop you from the class.

**Students with Special Needs**

Students with special needs can receive services through the Disability Services for Students (DSS) located in Salazar, Suite 1049. If you are in need of accommodations, please contact me as soon as possible to make arrangements.

**Teaching Methods**

Required reading from the course textbook will be complimented by weekly lectures, guest-speaker presentations, career development “workshops,” and student-led presentations.

**Assignments**

Students will be responsible for the following assignments/activities during the semester.

• Attend class regularly
• Read weekly assignments
• Participate in weekly Service Learning assignment (attendance will be taken)
• Complete and turn in weekly Service Learning Reflection
• Complete writing exercises from *Now What?* and *You Majored in What?* (in notebook)
• Career presentation (group) and portfolio (individual)

**Grading**

The final course grade is based on the cumulative number of points earned for participation and assignments as follows:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
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<tbody>
<tr>
<td>Attendance and Class Participation (3 point per class)</td>
<td>48</td>
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<tr>
<td>Weekly Community Partner Reflections (12 @ 5 points each)</td>
<td>60</td>
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<tr>
<td>Weekly writing exercises (15 @ 5 points each)</td>
<td>75</td>
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<tr>
<td>Resume &amp; Cover Letter (@ 10 points each)</td>
<td>20</td>
</tr>
<tr>
<td>Final Portfolio (25 points) and Presentation (50 points)</td>
<td>75</td>
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<tr>
<td>Total Points possible</td>
<td>278</td>
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A (90%) = 250 - 278 points
B (80%) = 222 - 249 points
C (70%) = 195 - 221 points
D (60%) = 167 - 194 points
F (59% and below) = 166 points or less
<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Reading (Chapters)</th>
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<tbody>
<tr>
<td>August 22</td>
<td>Course Introduction</td>
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<tr>
<td>August 29</td>
<td>What to do with a degree in Psychology Service Presentations – CAP, Mentor Me, City of Santa Rosa, Forget Me Not Farm, Petaluma Health Center</td>
<td>Ch. 1 CP Ch. 1 YMiW</td>
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<tr>
<td>September 5</td>
<td>What is your mission statement?</td>
<td>Ch. 1-3 NW Ch 2 YMiW</td>
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<td>September 12</td>
<td>Do you need to go to graduate school? How to choose and apply for grad school.</td>
<td>Ch 4 – 8 NW Ch 3 YMiW</td>
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<td>September 19</td>
<td>Writing a Personal Statement</td>
<td>Ch. 9 – 11 NW Ch 4 YMiW</td>
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<td>September 26</td>
<td>What is a CV/Resume and Why do I need one?</td>
<td>Ch. 12-15 NW Ch. 5 YMiW</td>
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<td>October 3</td>
<td>How to ask for a Professional Reference or Letter of Recommendation</td>
<td>Ch. 16 NW Ch. 6 YMiW</td>
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<td>October 10</td>
<td>What Psychology has taught me? Defining marketable skills</td>
<td>Ch. 17 NW CH. 7 YMiW</td>
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<td>October 17</td>
<td>Creating dynamic resumes for all kinds of uses</td>
<td>Ch. 18 NW Ch. 8 YMiW</td>
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<td>October 24</td>
<td>Researching potential places to work as you develop your resume. Using online social media professionally</td>
<td>Ch. 19 NW Ch. 9 YMiW</td>
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<td>October 31</td>
<td>Cover Letters, References and Professional Emails Presentations</td>
<td>Ch. 20 – 23 NW Ch. 10 YMiW</td>
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<td>November 7</td>
<td>Professional Networking, Developing your Elevator Speech Presentations</td>
<td>Ch. 24 – 27 NW Ch. 11 YMiW</td>
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<td>November 14</td>
<td>Presentations</td>
<td>Ch. 28 – 31 NW Appendix YMiW</td>
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<td>November 21</td>
<td>Presentations</td>
<td></td>
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<td>November 28</td>
<td>Presentations</td>
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<tr>
<td>December 5</td>
<td>Presentations and Wrap Up</td>
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Updated Schedule of Readings, Assignments, Presentations available on Moodle.