SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY

SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

Course Title: **INTRODUCTION TO COMMUNITY SERVICES**

Code No.: **CCW 130**

Program: **LAW & SECURITY ADMINISTRATION/ CORRECTIONAL WORKER**

Semester: **FIRST**

Date: **SEPTEMBER 1988**

Author: **DEBRA FRATESI**

New: **X**   Revision: _____

APPROVED: _N. Koch_ N.KOCH
Chairperson

Sept '88
Date

Time: Mondays   2:30 - 4:30
                   Thursdays 10:30 - 12:30

Beginning: Thursday, September 8, 1988

Length: 30 hours

COURSE DESCRIPTION

This course is designed to familiarize the student with the various
social services available in the community. Emphasis will be
placed on those agencies utilized by the Police in the course of
their duties and those used by Correctional Officers to assist in
the rehabilitation of inmates after release. Students will develop
the referral skills required in field placements and in future
positions as Police/Correctional Officers. The enforcement role in
relation to these public and private community agencies will also
be examined.

COURSE OBJECTIVES

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

1. demonstrate a working knowledge of private and public community
   resources by describing their clientele, mandate, structure and
   available services

2. identify the need for cooperation between enforcement agencies
   and social services

3. facilitate knowledgeable referrals to those agencies utilized by
   Police/Correctional Officers in the course of their duties

4. present orally and in writing, information on agencies
   researched.

Required Reading

Agency Directory (on reserve in the College Library);
Sault Star articles on relevant social service issues.

Instructional Methods

Course presentation will involve a variety of methods, including
lectures, group discussions, student presentations, audio-visual
aids and guest speakers.

Assignments

All assignments are compulsory and due on the date assigned.

Group Work

1. Students working in pairs will research a prescribed number of agencies which will include on-site interviews.

2. Each group will present a seminar on <u>one</u> of those agencies and submit a written report of that interview for circulation to the class.

Individual Work

1. Each student will research one agency, including an on-site interview and submit a written report of their findings according to a prescribed format. All reports submitted will be compiled in booklet format for the students' future reference.

2. There will be one mid-term and one final test paper.

        Mid-term   25%
        Seminar   25%
        Research Findings   25%
        Final   25%
                             100%

INTRODUCTION TO COMMUNITY SERVICES

(CCW 130)

Your presentation and report must include the following information:

The name of the agency

Location and phone number

Catchment Area

Affiliates in other areas

Sources of funding

Accountability - Ministry or others

Professionals, non-professionals and/or para-professionals - hired -
   include volunteers

Contact person

Possible waiting period

Cost

Business card, brochures attached

Intake policy/jurisdiction

Agency mandate - client group served
               - referral organizations

Agency specializaion i.e. education, counselling, enforcement

Resources available to public i.e. speakers, films, meeting rooms,
   publications

Date of interview

Interviewer

INTRODUCTION TO COMMUNITY SERVICES

SEMINAR EVALUATION

PRESENTOR _____   AGENCY _____

	Excellent	Good	Fair	Poor
Utilization of various mediums i.e. posters, overheads, handouts	5	4	3	2
Presentor displayed good knowledge of agency, concisely	5	4	3	2
Eye contact, voice, enthusiasm	5	4	3	2
Logical sequence of information	5	4	3	2

Comments: