

SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY
SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

Course Title: PROFESSIONAL INTERACTION

Code No.: CCW 118-3

Program: CHILD AND YOUTH WORKER PROGRAM

Semester: SIX

Date: JANUARY 1989

Author: JEFFREY ARBUS, CCW, M.A.

New: _____ Revision: X

APPROVED: *N. Koch*
Chairperson

Jan 9/89
Date

COURSE OUTLINE: CCW 118-3 (PROFESSIONAL INTERACTION)

Page 2

Instructor: Jeffrey Arbus

Start Date: January 10, 1989

Classes: Tuesday 12:30 - 1:30 p.m.
Thursday 2:30 - 4:30 p.m.

COURSE DESCRIPTION:

This course will focus on the student's growth and development as a professional person. Principles of multi-discipline practice, interaction, collaboration, and consultation will be surveyed. There will be an emphasis on personal and interprofessional sensitivity, growth and understanding. Topics also include advocacy, government and policy as they affect child and family services. Employment search, being interviewed, preparing for graduation, and issues which effect the ongoing development of the Child Care Worker will be featured.

OBJECTIVES:

1. Development and ability to describe one's own professional identity and role.
2. Development, awareness, and understanding of professional attitudes and practices as listed in the program objective's. - See attached.
3. Expand awareness of related professionals, para-professionals, agencies and services, self-help groups, and the nature of their relationships to Child Care Work.
4. Develop an awareness of some of the pitfalls and myths of "professionalism".
5. Development of job search skills and setting future goals.

LEARNING RESOURCES:

1. Provided by the student:
 - a) Danica, E. Don't: A Woman's Word. 1987. Charlottetown, P.E.I. Gynergy Books.
 - b) Hanson, P. The Joy of Stress. Hanson Stress Management Organization, 1985.

All texts are available in the Sault College Campus Shop.

Instructor: Jeffrey Arbus

COURSE REQUIREMENTS:

1. Resume:

Each student will prepare a formal resume. Details will be provided in the first class. Due on January 31, 1989, at 12:30 p.m. No late submissions will be accepted.

2. Book Report:

To be done on the Danica book. Details will be provided in the first class. Due on February 14, 1989.

3. Journal Summaries/Mini-Essay:

Each student will select an article from a professional journal or a reputable magazine, the topic of which must be in the area of the education of, or the professional development of, or the job requirements of Child Care Worker OR a topic concerning an issue that is affecting, or will affect you and your classmates as professionals. Topic areas may include economic issues in the human services field; the use of computers or other related technology in the field; the involvement of self-help groups in the field; the relationship between your own personal issues and worker effectiveness, future trends, etc. Information can be obtained from local agencies and libraries.

There is to be no duplication of topics. This is your individual and class responsibility.

Topics/articles must be selected and titles presented on February 23, 1989.

Note: This is to be a written presentation only. Summarize the ideas and material from the article; state your own opinions of these using some additional information as you see fit.

This assignment is due on March 14, 1989. At that time, a two-minute summary of the topic and the findings will be expected.

4. Related Services/Professional Seminar:

Each pair of students will research (using interviews and published material) one professional or para-professional or

Instructor: Jeffrey Arbus

4. Related Services/Professional Seminar (cont'd):

non-professional service field or occupation which is in some way related to or relevant to child or adolescent care.

Students are reminded to use the "Guidelines for Contacting Professionals" recommendations.

The pair will present its findings to the class in a 20-30 minute presentation. Resources may be used but must not be substitutes for the student-led presentations. When using extra material, time allotment may require adjustment. Please discuss this with the instructor at least one week before the presentation.

The presentation will include a comprehensive, realistic, and meaningful description of the service/profession presented regarding the following:

1. Professional preparation required (degrees, credentials, certification, etc.).
2. Professional experiences with children required or desired.
3. The salary, opportunity for advancement.
4. Fringe benefits (health insurance, vacations, other options).
5. Working conditions (hours, responsibilities, staff meetings, physical environment, etc.)
6. Philosophy.
7. Assets, advantages of career.
8. Limitations, disadvantage of career.
9. Employment prospects/relationship to Child Care Worker.

Presentations should be just that - not readings. Brief outline notes are permitted. Presenters will be expected to lead a discussion of the material.

Services/professions and dates will be discussed and selected in the second class. The service/profession chosen is to be a new experience and, therefore, should not be a place of employment or a past or present student.

Presentations will be randomly selected starting March 2, 1989.

Instructor: Jeffrey Arbus

5. Alternative Field Exploration:

Each student will seek out some new (to the student) child care, social service or related "event", "situation", experience, such as:

- An annual meeting of an organization such as the C.A.S., A.C.Y.S., F.S.C., etc.
- A hearing in Family or regular court
- A city council meeting.

The student will then prepare for the class a short (five minute) presentation regarding this new experience in order to heighten the collective awareness. (The instructor is to approve each selected "new experience".)

Presentation must be ready to present by April 11, 1989.

A 2-3 page formal write-up is expected. Further details will be announced in class.

6. Self-Help Group Research:

Each student will identify a self-help group which could be of service to the Child Care Worker and why. Describe the services that are available, history of the group, affiliation, fees, referral process, membership, etc. Attend one meeting of the group by contacting the appropriate person. Advise that person of your reason for attending.

Written presentations will be due on April 18, 1989. Be prepared to discuss your findings in class.

**Preservation of confidentiality will be expected. No breach of confidentiality in any fashion will be tolerated.

7. Final Paper:

The intent of this paper is to be highly personal (NO OUTSIDE REFERENCES REQUIRED). It should be a statement of self regarding philosophies, beliefs, ideals, values, goals (even fears, if you like!) as a Child Care Worker.

Due date will be the last class of the semester.

Instructor: Jeffrey Arbus

8. Class Participation and Involvement:

Attendance, contribution, effort, participation, feedback will all be essential.

This a participatory class. There will be considerable discussion and self-directed learning but minimal lecture.

Some short readings will be assigned on specifically-related topic areas.

GRADING:

Some of the grading percentages are set due to the nature of the assignment and the grading procedures. The other assignments will be assigned a percentage after discussion with the class in the first meeting.

1. Resume	5%
2. Book Report	10%
3. Journal Summary	10%
4. Related Services/ Professional Seminar	___
5. Alternative Field Exploration	___
6. Self-Help Group Research	___
7. Final Paper	5%
8. Class Participation	10%

NOTE: All written reports must be neat, clean, legible, double-spaced, with a minimum 1" margin on both sides of the paper. All written reports must have a cover page identifying the title of the report, the author, and the class it is for.

The resume must be typed and must conform to commonly-used guidelines for resumes, as reflected in the College's Resume Guide. Alternate resume formats may be used but must be justified.

SKILL AREAS TO BE COVERED

1. Critically appraise suggestions of consultants and team members.
2. Offer constructive criticism.
3. Act independently.
4. Transfer responsibility from self to client.
5. Enforce authority.
6. Share professional experiences with others.
7. Tolerate different style, pace, and philosophy of others' work.
8. Recognize effect of others' behaviour on self.
9. Recognize and control own needs in relation to clients.
10. Keep up with information and activities of own agency.
11. Keep up with latest professional information.
12. Function under pressure.
13. Practice mental and emotional self-preservation.
14. Tolerate inappropriate behaviour and personal dislike.
15. Evaluate own strengths and weaknesses.
16. Recognize own limitations in job role.
17. REcognize effect of own behaviour and self on others.
18. Accept criticism.
19. Accept rejection by clients.
20. Seek and obtain direction and assistance.
21. Physically present self appropriately for specific roles.
22. Discuss cases and clients without jeopardizing confidentiality.