

SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ON

COURSE OUTLINE

COURSE TITLE: Introduction to Human Services

CODE NO.: HDG 106-3 SEMESTER: One

PROGRAM: General Arts & Science

AUTHOR: Linda Pozzebon

DATE: September 1990 PREVIOUS OUTLINE DATED: January 1990

Introduction to Human Services

Course Name

HDG 106-3

Course Code

COURSE: Introduction to Human Services

INSTRUCTOR: Linda Pozzebon

TIME: MONDAY 4:30 - 6:30 Portable 5
Thursday 3:30 - 4:30 Portable 5

LENGTH: 45 hours

CREDITS: 3

COURSE DESCRIPTION

This course is designed to explore careers in the human services field. The class will study various human services found in our community. Human relations skills and their importance to the helping professions will be emphasized. As well, the course will investigate the human service programs offered in Colleges in Ontario. The teaching method will include lecture, class discussions, group work, seminars, and guest speakers.

OBJECTIVES

The student will be able to:

1. Discuss programs and career opportunities in the various human services found in our community,
2. Locate information about education programs in the field of Human Services in our community and in Ontario,
3. Demonstrate awareness of interpersonal skills and characteristics required in human services work,
4. Demonstrate career planning skills and set future goals.

TEXTBOOK

SAULT STE MARIE AGENCY PROFILES DESCRIPTIONS OF 77 HUMAN SERVICES/
PROGRAMS

RECOMMENDED READINGS:

The instructor has placed a folder on reserve containing a collection of resource materials from local human services agencies.

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REQUIREMENTS

1. Assignment #1 - Orientation to Sault College & Ontario Colleges
- 15%
Due Date _____
2. Assignment #2 - Bibliography
- 15%
Due Date _____
3. Assignment #3 - Seminar
- 15%
Due Date _____
- 4 Mid Term Test - 20%
Date _____
- 5 Final Test - 20%
Date _____
- 6 Attendance and class participation 5%
Random Tests on presentations 10%

GRADING

A+ = 90 - 100%
A = 80 - 89%
B = 70 - 79%
C = 60 - 69%
R = 60%

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IMPORTANT POINTS

1. Buddy system - get the name of another student and contact number to correspond to any changes/hand outs, etc.
2. College map - all future classes will be in Portable 5
3. College map - Linda Pozzebon's office, Call 759-6774, Ext. 629
If I'm not in, leave a message with the secretary who will answer my phone.

4. Sickness/Unexpected events

Call me and explain, especially for assignment questions, re-writes, etc.

If I am sick, I'll send a replacement or a note will be posted on the door.

5. Calendar - Mark in important dates, exams, assignments
Dates are tentative. Please keep in touch with any changes.

6. Attendance and Participation

You are allowed to miss 2 sessions without penalty. One mark per session missed to the maximum of 5 will be deducted after your 2 sessions absent. Random tests on presentations on "little black book" will compromise 10% of term. Vocabulary, abbreviations, content on guest speakers and class presentations will be given.

I am looking forward in working with you all. We have an interesting course and with the input of all of our research and sharing, we can have a wonderful term.

Linda Pozzebon

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Assignment #1

Orientation to Sault College:

In this course, we will be studying human services and we will begin by studying the services provided by Sault College.

Individually or with a teammate, choose a department in the College.

Visit the department and make an appointment to meet with one of the staff or call on the phone.

Prepare a brief report on Part A or B or C. This will be presented orally. Hand in written report. Bring in any brochures. Answer the following questions. Add any interesting points.

Part A

College Student Services

1. Name of department
2. Who did you interview? What is this person's educational background? What specific interpersonal skills are required to her/his job? What characteristics are needed in this career?
3. Locations - where do we find it?
4. What services are offered to students?
5. What kinds of problems are students experiencing when they go to this department?
6. What hours is it open?
7. Is there a fee for the service?
8. Can you estimate the salary for this career?
 - a. Counselling Department
 - b. Health Nursing Station
 - c. Employee Assistance Program
 - d. Clubs in College - Student Council
 - e. Athletics
 - f. Residence & Housing
 - g. Food Services

OR

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Part B

College Courses

1. Name of department. Name of course.
2. Who did you interview? (instructor or co-ordinator)
3. What is the main focus of the program?
4. What career/job opportunities are available from this program?
(in Soo, in Ontario)
5. What courses can be taken to complete the course to achieve a goal?
6. Which place in the Soo do students get practical experience or can do volunteer work?
7. What interpersonal skills are required by an ideal worker in this field?
8. What characteristics are highly recommended?
9. Can you estimate the salary for this job/career?
 - a. Child & Youth Worker
 - b. Developmental Services Worker
 - c. Early Childhood Education
 - d. Law & Security
 - e. Corrections Worker
 - f. Teacher Aide
 - g. Native Community Worker
 - h. Recreation Leadership

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Part C

Ontario Courses

1. Research 5 other Ontario College Programs on titles of Human Services Careers.
2. List the courses and a brief description of the subjects required to get certification.
3. Provide differences in courses. Which programs seems to be the most effective? Why?

Algonquin
Cambrian
Canadore
Centennial
Conestoga
Humber
Lambton
La Cite
Loyalist
Mohawk
Seneca
Sheridan
Sir Sandford Fleming

Confederation
Durham
Fanshawe
George Brown
Georgian
Niagara
Northern
St. Clair
St. Lawrence

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Assignment #2 Bibliography-

Each student will read 5 articles about human services careers of interest or articles where a human service worker would be involved. These articles may be in journals, magazines or books. For each article the student will prepare a page summary including:

- name of the author
- publisher
- discussion of the content of the article

The main purpose is to teach fellow classmates who may help in this care (ie. social worker and **list** the agencies involved or who can become involved. (use your textbook)

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Assignment #3 Seminar

Working individually or in pairs, students will research one service, agency or occupation defined as "human services". This research will include a brief interview or visit to a professional in the work setting. Students may visit and interview in pairs, but each student prepares an individual report.

Each person will submit a three-page-paper describing their findings. Class members will present the findings to the class briefly. See the handout on titles. Choose one and a date for presentation.

The presentation and paper will include the following information:

1. Name of agency and name of the person interviewed.
2. Source of funding (Name the specific Ministry of Government, address and phone number.
3. Ministry and legislation to which the agency is accountable.
4. Services that are provided.
5. What professionals, para-professionals and/or non-professionals are hired by this agency? What is their educational background? (College, Certificates, Diplomas, Degrees)
6. What are the working conditions? (hours of work, starting salary, opportunities for growth)
7. Job prospects in this community. (ie. staff turnover, new opportunities for the future, other agencies employing the same type.
8. Where in Ontario can training for these jobs be obtained? (Name the schools & locations)
9. Observe, if possible, the job of the interviewed person. Describe your impressions.
10. Ask what the personality assets or what ideal characteristics should be for such a worker.
11. Bring in pamphlets/lists of films, etc, that may be of interest to the class.

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Schedule for Oral Presentations

Places to visit

List of guest speakers interested in:

1. Addiction
2. Child & Youth Worker
3. Community Development
4. Corrections
5. Counselling
6. Crisis/Emergency Services
7. Daycare Services for Adults
8. Daycare Services for Children
9. Education
10. Employment/Training
11. Health

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12. Housing/Accommodation/Residential Services

13. Income Maintenance/Financial

14. Information/Referral Services

15. Legal

16. Mental Health Services

17. Mental Retardation Services

18. Networking/Support Groups

19. Physically Disabled

20. Planning

21. Prevention Programs

22. Senior Services

23. Services for the Needy

24. Volunteer Co-ordination Programs

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Thursday, Sept. 6	3:30-4:30
Monday, Sept. 10	4:30-5:30
Thursday, Sept. 13	3:30-4:30
•Monday, Sept. 17	4:30-5:30
Thursday, Sept. 20	3:30 - 4:30
Monday, Sept. 24	4:30-6:30
Thursday, Sept. 27	3:30-4:30
Monday, Oct. 1	4:30-6:30
Thursday, Oct. 4	3:30-4:30
Monday, Oct. 8	Cancelled
Thursday, Oct. 11	3:30-4:30
Monday, Oct. 15	4:30-6:30
Thursday, October 18	3:30-4:30

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Monday, Oct. 22 4:30-6:30
mid-term grades due in Registrar's Office

Thursday, Oct. 25 3:30-4:30

Monday, Oct. 29 4:30-6:30

Thursday, Nov. 1 3:30-4:30

Monday, Nov. 5 4:30-6:30

Thursday, Nov. 8 3:30-4:30

Monday, Nov. 12 4:30-12:30

Thursday, Nov. 15 3:30-4:30

Monday, Nov. 19 4:30-6:30

Thursday, Nov. 22 3:30-4:30

Monday, Nov. 26 4:30-12:30

Thursday, Nov. 29 3:30-4:30

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Monday, Dec. 3

4:30-6:30

Tuesday, Dec. 4

12:30-1:30

Thursday, Dec. 6

3:30-11:30

Monday, Dec. 10

4:30-6:30

Thursday, Dec. 13

3:30-4:30

Monday, Dec. 17

4:30-6:30

Thursday, Dec. 20

3:30-4:30

Monday, Dec. 24

Thursday, Jan. 3

final grades due in Registrar's
office