

SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ON

COURSE OUTLINE

COURSE TITLE: INTRODUCTION TO HUMAN SERVICES

CODE NO.: HDG106 SEMESTER: ONE

PROGRAM: GENERAL ARTS AND SCIENCE

INSTRUCTOR: SANDY MACDONALD, CCW, BA

DATE: JANUARY, 1992 PREVIOUS OUTLINE DATED: SEPTEMBER, 1991

APPROVED: _____
DEAN*

DATE 77 7

HDG106 - Introduction to Human Service
Instructor - Sandy MacDonald

I. COURSE DESCRIPTION

This course is designed to explore careers in the human services field and familiarize students with various human services found in our community. Human relations skills and their importance to the helping professions will be emphasized. The intent is to have students:

1. Develop an informed awareness of the human service field, its' agencies, resources and professional attributes.
2. Determine their individual interest/suitability in human services as a career choice.

II. COURSE 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 the evolution of the social welfare system in Canada, its' philosophical base, nature of services and professional values.
4. Demonstrate awareness of interpersonal skills and characteristics required in human services work including:
 - a) utilization of effective observation skills and procedures
 - b) importance of attitudes, skills and knowledge to help human service workers experience understanding, openness, honesty and intimacy
 - c) identification of barriers to communication and demonstration of strategies for effective communication
 - d) effective use of interview skills to obtain and report on information
5. Understand the concepts, principles and skills of effective networking within the community.
6. Demonstrate career planning skills and set future goals.

III. TEACHING STRATEGIES

1. Lectures
2. Guest Speakers
3. Class Discussions
4. Case Studies/Problem Solving
5. Audio Visual Materials
6. Oral Presentations
7. Research Assignments
8. Interviewing and Investigation Skills

IV. EVALUATION

Assignment #1	10%
Assignment #2	10%
Assignment #3	20%
Mid-Term	20%
Final Test	20%
Attendance/ Participation	20%

Dates to be Announced

V. GRADING POLICY

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

VI. REQUIRED STUDENT RESOURCES

Sault Ste. Marie Agency Profiles, Description of Human Service Programs, 1991 Edition

VII. IMPORTANT FACTS

1. Buddy System - get the name of another student and contact number to correspond to any changes/hand-outs

2. Unexpected Events/Sickness

Call me in advance if you are going to be absent from Class. A message can always be left at the Human sciences and Teacher Education office and I will check messages prior to class.

Sandy McDonald, ext. 550

In the case of my absence, or scheduling, a special presentation, I will let you know well in advance if class will be cancelled or rescheduled.

3. Calendar

Mark in important dates, exams, assignments. Dates will be tentative. Please keep in touch with any changes.

4. Attendance and positive participation in class and completion of assignments is essential in order to successfully achieve course objectives and requirements.
5. Students with special needs (eg. physical limitations, visual impairments, hearing impairments, learning disabilities) are encouraged to discuss required accommodations confidentially with the instructor.
6. You instructor reserves the right to modify the course as he/she deems necessary to meet the needs of students.
7. Students will be required to complete ALL assignments and evaluation requirements. Course Credit will not be awarded if any outstanding incomplete assignments.

I am looking forward to working with all of you. We can have an interesting course and with the input of all and hard work, it can prove too be a rewarding and informative course.

Sandy Macdonald