SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY
SAULT STE MARIE, ON

COURSE OUTLINE

Course Title: OffenderManagement II

Code No.: CJS 425   **Semester**: IV

Program: Correctional Worker

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Date: Jan, 1999   **Previous Outline Date**: Jan, 1998

Approved: _Dean_   _Nov 30/98_
    Dean   Date

Total Credits: 4   **Prerequisite(s): CJS 322**
                                                 Co-requisite: None

Length of Course: 3 hrs per week   **Total Credit Hours: 45**

Offender Management II   **CJS 425**

I.   **COURSE DESCRIPTION:**

   This course will prepare the student to recognize, prevent and/or effectively manage potentially dangerous situations of unacceptable behaviour from correctional clients. Those under stress or in a state of crisis find it difficult to function "normally" thus making the tasks of the correctional worker difficult and often hazards. At the same time, the correctional worker needs to have knowledge and skills to feel confident during crisis and keep his/her stress as low as possible so as to be most effective in managing those for whom he/she is responsible.

II.   **LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**
        (Generic Skills Learning Outcomes placement on the course outline will be determined and communicated at a later date. In general, this course addresses generic outcomes in communication, interpersonal skills, and analytical skills.)

   A.   **LEARNING OUTCOMES**

   1.   **Define and describe the management of security in a correctional agency.**
   2.   **Define, describe and successfully operate the Interpersonal Communications for Corrections model with offenders.**
   3.   **Define, describe and successfully operate the Situational Leadership model with clients.**
   4.   **Define and apply a decision making/problem solving model to a scenario.**
   5.   **Define and apply a crisis management model to a scenario.**

Offender Management II   **CJS 425**

    B.   LEARNING OUTCOMES AND ELEMENTS OF PERFORMANCE

Upon successful completion of this course the student will demonstrate the ability to:

1)   **Define and describe the management of security in a correctional agency.**

    Potential Elements of the Performance:

- **Define supervision and discipline for a correctional setting**
- **List a describe the objectives of security**
- **List and describe the control level matrix for security**
- **List and describe the elements of offender management**
- **List and describe the techniques of supervising aggressive offenders**
- **List and describe the competencies of leadership**
- **List and describe the skills of leadership**
- **List and describe the process of leadership**
- **List and discuss tactical mistakes made in supervision**
- **List and discuss attitude mistakes made in supervision**

2)   **Define, describe and successfully operate the Interpersonal Communications for Corrections model with offenders.**

    Potential Elements of the Performance:

- **List, define and describe the three components of the model**
- **Apply the model to a variety of role play situations**

3)   **Define, describe and successfully operate the Situational Leadership model with clients.**

    Potential Elements of the Performance:

- **Define situational leadership and explain its use with offenders**
- **Outline and explain the components**
- **Apply the model to a variety of role play situations**
- **List, describe and apply types of instructions to the model**
- **Understand your personal style of leadership**
- **Understand your personal style of power**
- **List, describe and apply types of power to the model**

4.   **Define and apply a decision making/problem solving model to a scenario.**

Potential Elements of the Performance:

- **Define the terms, "problem solving and decision making"**
- **List and describe the steps used to problem solve and make decisions**
- **Apply the steps to a variety of role play situations.**
- **List and describe Mager's 45 calibre test**
- **List and describe classifications of decisions**
- **list and describe types of decisions**
- **Apply types of decisions to the situational leadership model**

III.   **TOPICS:**

1. **Custodial Management**
2. **Interpersonal Communications in a Correctional Setting**
3. **Situational Leadership**
4. **Decision Making/Problem Solving model**

IV.   **REQUIRED RESOURCES/TEXTS/MATERIALS:**

None
Handouts provided by instructor

V.   **EVALUATION PROCESS/GRADING SYSTEM**

A final grade will be derived from the results of two tests, a presentation, and a role play tape or paper.

Mid term exam	**35%**
Final exam	**35%**
Research paper	**20%**
In-class presentation	**10%**

The grading system used will be in accordance with College policy;

A+ 90-100

A 80-89

B 70-79

C 60-69

R 59 or less.

VI.   SPECIAL NOTES:

- Special Needs

    If you are a student with special needs (eg. physical limitations, visual impairments, hearing impairments, learning disabilities), you are encouraged to discuss required accommodations with the instructor and/or contact the Special Needs Office, Room E1204, Ext. 493, 717, 491 so that support services can be arranged for you.

- Retention of Course Outlines

    It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other post-secondary institutions.

- Under exceptional circumstances, such as documented illness, and at the discretion of the instructor, students may make arrangements to write missed tests or exams. The Instructor **must** be notified prior to the test or exam.

- Rewrites of tests and exams are not allowed in this course.

- Late assignments **will not be accepted** for marking.

- This course meets the College Standards and Accreditation Council Standards for the Correctional Worker Program in the following areas:

    - Professional (1.2, 1.4, 1.6, 1.7,
    - Security (2.2, 2.7, 2.8, 2.10)
    - Counselling (3.1, 3.5, 3.10)
    - Supervision (4.2)
    - Crisis Prevention (5.1, 5.2)
    - Theoretical (7.1)

Offender Management II   **CJS 425**

VII.   PRIOR LEARNING ASSESSMENT

Students who wish to apply for advanced credit in the course should consult the instructor. Credit for prior learning will be given upon successful completion of the following:
- Written test covering all of the learning outcomes
- Research essay

OR

- Certified employment within a Correctional environment
- Certified Training courses that meet the course objectives

VIII.   INTERNET RESOURCES

The following World Wide Web Sites will be useful in conducting research for projects:

- **www.cs..cmu.edu/afs/cs.cmu.edu/user/clamen/misc/Canadiana/README.html**
  (The Canadian Resource Page)
- **www.corrections.com**
  (The Corrections Connection)
- **www.metacrawler.com**
  (Search engine for the World Wide Web)
- **www1.sympatico.ca**
  (Bell Canada search and information site)
- **www.statcan.ca/stat.html**
  (Statistics Canada site)
- **www.officer.com**
  (The Police Officer's Internet Directory)
- **www.acjnet.org/acjeng.html**
  (Access to Justice Network)
- **www.cyber411.com**
  (Search engine for the World Wide Web)
- **www.talkjustice.com/files/cybrary.htm**
  (Corrections Cybrary)
- www.fsu.edu/~crimdo/cj.html
  (Cecil Greek's Criminal Justice home page)
- www.talkjustice.com
  (Talk justice on the WWW)