



## COURSE OUTLINE: ENV311 - NETWORKING & CAREER

Prepared: Ryan Namespetra

Approved: Karen Hudson, Dean, Community Services and Interdisciplinary Studies

<b>Course Code: Title</b>	ENV311: NETWORKING AND CAREER SEARCH
<b>Program Number: Name</b>	5212: ADVENTURE RECREATION 5214: FISH/WILD CONSERVATN 5220: NAT ENVIRONMENT TN 5230: FORESTRY TECHNICIAN
<b>Department:</b>	NATURAL RESOURCES PRG
<b>Academic Year:</b>	2024-2025
<b>Course Description:</b>	After a successful co-op or Capstone term, students will reflect on their summer experience. A technical report or essay will demonstrate application of learning and thank-you letters to employers keep communication alive. Students will also submit an employer evaluation, and profile as part of the reflection process. With a broadening network and hard skill set, students will continue to hone soft skills for the workplace. A focus on interpersonal communication, adaptability, emotional intelligence, creativity, and a willingness to learn are hallmarks of valuable employees, and key topics of the course.
<b>Total Credits:</b>	1
<b>Hours/Week:</b>	1
<b>Total Hours:</b>	14
<b>Prerequisites:</b>	There are no pre-requisites for this course.
<b>Corequisites:</b>	There are no co-requisites for this course.
<b>Vocational Learning Outcomes (VLO's) addressed in this course:</b>  Please refer to program web page for a complete listing of program outcomes where applicable.	<b>5212 - ADVENTURE RECREATION</b> VLO 1 Demonstrate clear, concise and industry appropriate written, spoken and visual communication skills. VLO 5 Start and manage a career in the Adventure Recreation and Parks field.  <b>5214 - FISH/WILD CONSERVATN</b> VLO 1 Demonstrate clear, concise and industry appropriate written, spoken and visual communication skills VLO 5 Start and manage their careers in the Fish and Wildlife Conservation field.  <b>5220 - NAT ENVIRONMENT TN</b> VLO 11 Communicate technical information accurately and effectively in oral, written and visual forms.  <b>5230 - FORESTRY TECHNICIAN</b> VLO 8 Work independently and in a collaborative environment while applying effective teamwork, leadership and interpersonal skills.



	VLO 9 Communicate technical information to a variety of stakeholders in oral, written, visual and electronic forms.												
	VLO 10 Develop strategies for ongoing professional development to enhance work performance in the forestry sector.												
<b>Essential Employability Skills (EES) addressed in this course:</b>	<p>EES 1 Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.</p> <p>EES 2 Respond to written, spoken, or visual messages in a manner that ensures effective communication.</p> <p>EES 8 Show respect for the diverse opinions, values, belief systems, and contributions of others.</p> <p>EES 9 Interact with others in groups or teams that contribute to effective working relationships and the achievement of goals.</p> <p>EES 11 Take responsibility for ones own actions, decisions, and consequences.</p>												
<b>Course Evaluation:</b>	<p>Passing Grade: 50%, D</p> <p>A minimum program GPA of 2.0 or higher where program specific standards exist is required for graduation.</p>												
<b>Other Course Evaluation &amp; Assessment Requirements:</b>	Academic success is directly linked to attendance. Missing more than 1/3 of the course hours in a semester shall result in an `F` grade for the course.												
<b>Course Outcomes and Learning Objectives:</b>	<table border="1"> <thead> <tr> <th>Course Outcome 1</th> <th>Learning Objectives for Course Outcome 1</th> </tr> </thead> <tbody> <tr> <td>1. Demonstrate self-reflection skills by looking back on the completion of your co-op work term or capstone project.</td> <td>           1.1 Review whether your summer co-op or capstone project helped in achieving career goals            1.2 Identify gaps in your skills and experiences            1.3 Recognize what lead to gaining successful employment over the summer / or what areas can be improved upon            1.4 Reflect on interactions with coworkers and supervisors over your summer employment, recall any negative experiences and how they were resolved in a positive way.            1.5 Reflect on situations where tasks did not go as planned, how were they resolved?            1.6 Recognize the importance of the self-reflection process as a preparation tool for interviews.         </td> </tr> <tr> <th>Course Outcome 2</th> <th>Learning Objectives for Course Outcome 2</th> </tr> <tr> <td>2. Demonstrate progress in the completion of Co-op or Capstone assignments</td> <td>           2.1 Understand the required components for the Co-op or Capstone course            2.2 Confirm a topic for the technical report or essay            2.3 Submit an Outline for the Technical Report or Essay            2.4 Submit a rough draft of assignments selected by your faculty         </td> </tr> <tr> <th>Course Outcome 3</th> <th>Learning Objectives for Course Outcome 3</th> </tr> <tr> <td>3. Understand the importance of soft skills as valuable tools for successful future employment.</td> <td>           3.1 Identify soft skills useful for employment in the Natural Environment field            3.2 Understand the importance of a positive attitude            3.3 Recognize which soft skills you can work to develop         </td> </tr> </tbody> </table>	Course Outcome 1	Learning Objectives for Course Outcome 1	1. Demonstrate self-reflection skills by looking back on the completion of your co-op work term or capstone project.	1.1 Review whether your summer co-op or capstone project helped in achieving career goals 1.2 Identify gaps in your skills and experiences 1.3 Recognize what lead to gaining successful employment over the summer / or what areas can be improved upon 1.4 Reflect on interactions with coworkers and supervisors over your summer employment, recall any negative experiences and how they were resolved in a positive way. 1.5 Reflect on situations where tasks did not go as planned, how were they resolved? 1.6 Recognize the importance of the self-reflection process as a preparation tool for interviews.	Course Outcome 2	Learning Objectives for Course Outcome 2	2. Demonstrate progress in the completion of Co-op or Capstone assignments	2.1 Understand the required components for the Co-op or Capstone course 2.2 Confirm a topic for the technical report or essay 2.3 Submit an Outline for the Technical Report or Essay 2.4 Submit a rough draft of assignments selected by your faculty	Course Outcome 3	Learning Objectives for Course Outcome 3	3. Understand the importance of soft skills as valuable tools for successful future employment.	3.1 Identify soft skills useful for employment in the Natural Environment field 3.2 Understand the importance of a positive attitude 3.3 Recognize which soft skills you can work to develop
Course Outcome 1	Learning Objectives for Course Outcome 1												
1. Demonstrate self-reflection skills by looking back on the completion of your co-op work term or capstone project.	1.1 Review whether your summer co-op or capstone project helped in achieving career goals 1.2 Identify gaps in your skills and experiences 1.3 Recognize what lead to gaining successful employment over the summer / or what areas can be improved upon 1.4 Reflect on interactions with coworkers and supervisors over your summer employment, recall any negative experiences and how they were resolved in a positive way. 1.5 Reflect on situations where tasks did not go as planned, how were they resolved? 1.6 Recognize the importance of the self-reflection process as a preparation tool for interviews.												
Course Outcome 2	Learning Objectives for Course Outcome 2												
2. Demonstrate progress in the completion of Co-op or Capstone assignments	2.1 Understand the required components for the Co-op or Capstone course 2.2 Confirm a topic for the technical report or essay 2.3 Submit an Outline for the Technical Report or Essay 2.4 Submit a rough draft of assignments selected by your faculty												
Course Outcome 3	Learning Objectives for Course Outcome 3												
3. Understand the importance of soft skills as valuable tools for successful future employment.	3.1 Identify soft skills useful for employment in the Natural Environment field 3.2 Understand the importance of a positive attitude 3.3 Recognize which soft skills you can work to develop												

	<b>Course Outcome 4</b>	<b>Learning Objectives for Course Outcome 4</b>
	4. Recognize the importance of networking as a way to find employment opportunities.	4.1 Make appropriate updates to any professional profiles you may have created 4.2 Interact and engage with guest speaker(s)
	<b>Course Outcome 5</b>	<b>Learning Objectives for Course Outcome 5</b>
	5. Strengthen your career search strategies that were introduced in previous career courses.	5.1 Explore new ways to search for a career in the Natural Environment field 5.2 Reflect on how your summer experience may have changed or confirmed your area of interest in the Natural Environment field 5.3 Update your resume with newly gained skills and experiences

**Evaluation Process and Grading System:**

<b>Evaluation Type</b>	<b>Evaluation Weight</b>
Assignments	80%
Participation	20%

**Date:**

June 21, 2024

**Addendum:**

Please refer to the course outline addendum on the Learning Management System for further information.

