

SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

COURSE TITLE: INTRODUCTION TO HUMAN SERVICES

CODE NO: HDG 106-05 SEMESTER: 92 WINTER

PROGRAM: GENERAL ARTS AND SCIENCE

AUTHOR: KATHY HADDOCK

DATE JANUARY 1992

PREVIOUS OUTLINE DATED: SEPTEMBER 1991

APPROVED:

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INTRODUCTION TO HUMAN SERVICES

HDG 106-05

Course Name

Course Coae

INSTRUCTOR: KATHY HADDOCK

TIME: TUESDAY 3:30-4:30 PM E3109
 THURSDAY 4:30-6:30 PM E3109

CREDIT HOURS: 45

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 and 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, services and career opportunities in the various human service agencies 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

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If you are interested in researching other programs outside of Sault College, then you may prefer the option offered in Part C. See Part C for explanation.

IN THIS ASSIGNMENT, YOU DO EITHER PART A or PART B or PART C.

PART A COLLEGE STUDENT SERVICES

1. Name the Department
2. Who did you interview? What is the person's educational background? What specific interpersonal skills are required to do his/her job? What characteristics are needed in this career?
3. Where is the department located?
4. What services are offered to students?
5. What kinds of problems or concerns are students' experiencing when they go to this department?
6. What are the hours of operation?
7. Is there a fee for service?
8. Can you estimate an annual 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 and Housing
 - g) Food Services
9. Other comments and observations?

OR

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OR

PART B COLLEGE COURSE

1. Name of Department? Name of course?
2. Who did you interview? (Name of the Co-ordinator or instructor) Time and date of interview?
3. What is the main focus of the program?
4. What career/job opportunities are available from this program? in the Sault? in Ontario?
5. What courses can be taken to complete the requirements for the program ?
6. Where in the Sault can students get practical experience or do volunteer work in this field?
7. What interpersonal skills are required by an ideal worker in this field?
8. What characteristics are highly recommended?

Can you estimate the annual salary for this job/career?

- a) Child and Youth Worker
 - b) Developmental Services Worker
 - c) Early Childhood Education
 - d) Law and Security
 - e) Corrections Worker
 - f) Teacher Aide
 - g) Native Community Worker
 - h) Recreation Leadership
10. Other comments/observations?

OR

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OR

PART C ONTARIO COURSES COURSE OUTSIDE OF SAULT COLLEGE

1. Identify and research 5 other Ontario Post-secondary institutions who offer programs in Human Services Careers List the 5 institutions chosen (College or University)
2. For each institution, list the programs offered with a brief description of the courses required to achieve certification.
3. What similarities/differences exist within the programs and courses? How do the 5 institutions compare with the programs and courses offered at Sault College?

The following is a list of Ontario Colleges. Ontario Universities can be researched at the student's own interest/initiative:

Algonquin	Confederation
Cambrian	Durham
Canadore	Fanshawe
Centennial	George Brown
Conestoga	Georgian
Humber	Niagara
Lambton	Northern
La Cite	St. Clair
Loyalist	St. Lawrence
Mohawk	Sheridan
Seneca	Sir Sanford Fleming

The selection of the 5 Post-secondary institutions must be approved by your instructor and will be granted approval on a first come, first served basis. This option for Assignment # 1 must be completed individually , not in pairs.

Whether you choose Part A or B or C, your mark will be divided into 5% individual report and 5% presentation!individual or in pairs).

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Description

Working individually or in pairs, students will research one service, agency, or occupation defined as "Human Services". Topics must be chosen by students and approved in advance by the instructor from the selection of titles suggested. Other topics, if appropriate, may be approved as requested. This research will include an interview or visit to a professional in the Work Setting. Students may visit, interview, and present to the class in pairs, but EACH student prepares and hands in an Individual report based on their own observations and viewpoints. Each person will submit a 3 page typed paper describing their findings. Class members will present their findings to the class in a 15 minute presentation. Choice of topics will be granted on a first come, first served basis and date for presentation will be assigned by the instructor. Guest speakers arranged by the students and approved in advance by the instructor can be accommodated if it is felt by the student to be a valuable resource for the class.

The presentation and paper will include the following information:

1. Name of agency and name of person interviewed and their position within the agency.
2. Sources of funding (Name the specific Ministry of Government and where they are located. Why do they provide the funding and for whom?)
3. Ministry and legislation to which the agency is accountable. Identify any Federal or Provincial Acts, if applicable, and explain how the legislation dictates the delivery of service.
4. Services that are provided.
5. What professionals, para-professionals and/or non-professionals are hired by this agency? What is their educational background?
6. What are the working conditions? (Hours of work, starting salary, opportunities for growth)
7. What job prospects are there in the community for staff hired by this agency? (ie. staff turnover, new opportunities for the future, other agencies employing the same type)

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8. Where in Ontario can training for these jobs be obtained? Name the schools and location.**If interviewee does not know then ask elsewhere or refer back to assignment #1 presentations.
9. Observe, if possible, the job of the interviewed person. Describe your impressions. Ask to see the facility.
10. What personality characteristics are assets for workers in this agency/service to possess and Why?
11. Bring in any pamphlets/list of resources etc., that may be of interest to the class Remember to thank the person interviewed for their time and valuable assistance to you.

After completion of the interview and compilation of information, your report will conclude with question # 12 done on your own.

12. From your own observations and knowledge you have acquired in class lectures, presentations, readings and research, comment on the qualities of this agency as a human service. Are its' philosophies, procedures, roles and functions of workers congruent with the concept of human services that stresses care for the whole individual and his/her relation to his/her environment?

Suggested Agencies

Addiction Research Foundation
Algoma Child & Youth Services
Family Services Centre
Sault Ste. Marie Association for the Mentally Retarded
YMCA Employment Services
Crisis Intervention Services - PMPH
Child & Family Centre - PMPH
Department of Social & Family Services
Income Maintenance Programs - Ministry of COMSOC
Salvation Army Adult Resource Centre
Algoma Health Unit
Sexual Assault Care Centre - PMPH
Vocational Rehabilitation Services - COMSOC
Victim Crisis Assistance & Referral Services
Northern Treatment Centre
Ken Brown Recovery Home
BaraHoHouse

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Suggested Agencies Con't

- Oakland Place
- Breakaway
- John Howard Society
- Detoxification Centre - PMPH
- Probation & Parole Services
- Senior Services
- YMCA Childcare Centre or any childcare facility
- Other

V EVALUATIONS

Assignment #1	10%	Due Date: January 23, 1992 Presentations: Jan. 28 & 30th
Assignment #2	10%	Due Date: Feb. 6th & Mar. 5th,
Assignment #3	20%	Due Date: March 12, 1992 Presentations: Mar. 24,26,& 31 April 2 & 7th
Mid Term Test	20%	Thursday February 20, 1992 4:30-6:30 PM
Final Test	20%	Thursday April 16, 1992 4:30-6:30 PM
Attendance/Random Tests/Participation	20%	Thurs. Jan 8 - Thurs. Apr. 16

VI GRADING

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

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VII REQUIRED STUDENT RESOURCES

Sault Ste. Marie Agency Profiles 1991, Description of 103 Human Service Programs.

VIII IMPORTANT FACTS

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

Kathy Haddock
759-6774 ext. 533

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.

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

Attendance and positive participation in class and completion of ALL assignments is essential in order to successfully achieve course objectives and requirements. Random quizzes will be administered without prior notice on the content from guest speakers, class presentations and/or audio visual presentations. There will be no rewrites on random quizzes.

Students with special needs (eg., physical limitations, visual impairments, hearing impairments, learning disabilities) are encouraged to discuss required accommodations confidentially with the instructor.

6. Your instructor reserves the rights to modify the course as he/she deems necessary to meet the needs of students.

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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.

KATHY HADDOCK