

UNIVERSITY COLLEGE OF THE FRASER VALLEY

COURSE INFORMATION

DISCIPLINE/DEPARTMENT: CONTINUING EDUCATION **IMPLEMENTATION DATE:** Jan. 1997

Revised: _____

<u>ECT 06</u>	<u>Placement and Monitoring</u>	
SUBJECT/NUMBER OF COURSE	DESCRIPTIVE TITLE	UCFV CREDITS

CALENDAR DESCRIPTION: This course provides the student with the practical knowledge needed to assist individuals who are experiencing significant barriers to employment. The course will assist learners to assess client employability in various settings, negotiate placements in the hidden job market, and design effective follow-up strategies to provide appropriate support to both employees and employers.

RATIONALE:

COURSE PREREQUISITES: acceptance into the program

COURSE COREQUISITES: ECT01, ECT02, ECT03, ECT04, ECT05

HOURS PER TERM FOR EACH STUDENT	Lecture	hrs	Student Directed	
	Laboratory	hrs	Learning	hrs
	Seminar	hrs	Other - specify:	
	Field Experience	hrs	_____	hrs
			TOTAL	30 HRS

MAXIMUM ENROLMENT: 20

Is transfer credit requested? **9** Yes **:** No

AUTHORIZATION SIGNATURES:

Course Designer(s): _____ Chairperson: _____
Curriculum Committee

Department Head: _____ Dean: _____

PAC: Approval in Principle _____ PAC: Final Approval: _____
(Date) (Date)

ECT06

NAME & NUMBER OF COURSE

SYNONYMOUS COURSES:

(a) replaces _____
(course #)

(b) cannot take _____ for further credit
(course #)

SUPPLIES/MATERIALS:

TEXTBOOKS, REFERENCES, MATERIALS (List reading resources elsewhere)

Handouts will be given by instructor

OBJECTIVES:

Upon completion of the course, the learner will have knowledge and skills to:

- develop a professional relationship with clients;
- assist clients in overcoming barriers in their entry, or re-entry, into the community labour market;
- develop an appropriate and effective vocational rehabilitation plan;
- develop the “sales” skills needed to locate and secure community based employment for their clients; and
- support their clients within the workplace.

METHODS:

lecture, demonstrations, videos, large & small group discussions

ECT06

NAME & NUMBER OF COURSE

STUDENT EVALUATION PROCEDURE:

attendance
participation
one term paper

COURSE CONTENT

5 - 6 hour sessions - Saturdays

- Session 1
- Facilitating a safe environment for this class, classroom ethics & values.
 - Ethics & Confidentiality during the Marketing & Placement process.
 - Overview of course/Needs of group
 - Reasons for placement intervention
 - Experiences of group with placement issues
- Session 2
- Assessing Client Employability
 - Case Studies, greatly varied
- Session 3
- Negotiating Placements in the Hidden Job Market
 - Negotiating skills/hidden job market demonstrations
 - Training Plans
 - Adaptation of Workplace Wage Subsidy Programs & Contracts & Claims
- Session 4
- Follow-up Strategies
- Discussion on methods, problem-solving, communication skills, re-negotiating,
 - Training on-the-Job/Social training
- Session 5
- Monitoring systems/forms/reports
- Re: placement when setting unproductive/inappropriate
 - Sensitivity/advocacy training for co-workers & supervisors of the individual papers.