

# COUN G104: CAREER AND LIFE PLANNING

- 6. Outline goal setting techniques incorporating personal, educational, and professional goals.
- 7. Develop written career action plan.

Item	Value
Curriculum Committee Approval Date	09/21/2021
Top Code	493010 - Career Guidance and Orientation
Units	3 Total Units
Hours	54 Total Hours (Lecture Hours 54)
Total Outside of Class Hours	0
Course Credit Status	Credit: Degree Applicable (D)
Material Fee	No
Basic Skills	Not Basic Skills (N)
Repeatable	No
Grading Policy	Standard Letter (S), • Pass/No Pass (B)
Local General Education (GE)	• GWC Lifelong Understanding (GE)
California State University General Education Breadth (CSU GE-Breadth)	• CSU E1 Lifelong Understanding (E1)

## Course Description

Formerly: Career and Life Planning: A Holistic Approach. This is an extensive career and life planning course within the broad perspective of psychological, sociological, and physiological theories. Emphasis will be placed on self-esteem/self-concept, values, needs and goals, motivation, skill development, and gender and cultural issues in the workplace and the global economy. The historical view of careers, current career trends, and employment outlook will be studied. Various methods of researching academic and career opportunities will be explored to assist students with completing a career action plan. Transfer Credit: CSU; UC: Credit Limitation: COLL G100, COUN G104, COUN G105, COUN G115, COUN G150, COUN G151, COUN G152, COUN G153, COUN G154, COUN G155, COUN G156 and COUN G205 combined: maximum credit, 3 units.

## Course Level Student Learning Outcome(s)

1. Course Outcomes
2. Analyze personality or occupational theories as it relates to career and student development.
3. Examine values as they relate to career exploration.
4. Identify career options and related educational requirements.

## Course Objectives

- 1. Examine major psychological, sociological, and physiological theories as they relate to career and life planning.
- 2. Identify life stages as they relate to career and life planning theories.
- 3. Evaluate and defend personal values and motivators.
- 4. Complete various personality and occupational inventories and analyze self-concept in relation to results.
- 5. Research, assess, and identify a career pathway based on student analysis of inventories.

## Lecture Content

A. Foundations of career research 1. Terminology related to career and educational planning 2. Historical view of careers 3. Theoretical foundations for career exploration 4. Career theoriesB. Psychological foundations of human behavior 1. Human behavioral needs 2. Personality and adjustment 3. MotivationC. Self analysis and understandingD. Analysis of aptitudes and abilitiesE. Value systemsF. Personality and occupational inventoriesG. World of work 1. Gender and age issues 2. Social and workplace roles, cultural diversity, and stereotypes 3. Global issues related to work 4. Economic trends and career trends 5. Information technology 6. Networking 7. Communication skills in the workplace H. Stress management and personal wellness 1. Cognitive theories of stress 2. Symptoms of work-related stress 3. Healthy work environments 4. Budget managementI. Career action planning 1. Integration of values, needs, inventories, and goals 2. Short and long term goals 3. Educational options for career goals 4. Computerized research for informed choices a. Occupational Profile: requirements, training, comparison of options 5. Networking and professional associations related to chosen fieldsJ. Employability 1. Job searching 2. Job skills 3. Resume and cover letter 4. Interviewing skills and techniques

## Method(s) of Instruction

- Lecture (02)
- DE Live Online Lecture (02S)
- DE Online Lecture (02X)

## Reading Assignments

Assigned textbook reading. Occupational Outlook Handbook, [www.bls.gov/ooh](http://www.bls.gov/ooh). Career research databases.

## Writing Assignments

Reflective journals. Career theory analysis. Career research paper.

## Out-of-class Assignments

Evaluation of personal values and how they relate to various careers. Identification of degree programs related to personal and occupational inventories. Decision making tools and techniques to understand what motivates people toward decision-making. Effective goal setting activities and overcoming obstacles.

## Demonstration of Critical Thinking

Analyze value system and influences on education and career choice. Evaluate results of personality and career inventories. Compare and contrast personality and career inventory results related to self-concept. Investigate careers via computerized and hardbound resources. Write written research paper on career(s).

## Required Writing, Problem Solving, Skills Demonstration

Written research project Reflective journals Written reports on information gathered Computer competency via written documents, Power Point presentation, internet usage.

## Eligible Disciplines

Counseling: Masters degree in counseling, rehabilitation counseling, clinical psychology, counseling psychology, guidance counseling, educational counseling, social work, or career development, marriage and family therapy, or marriage, family and child counseling, OR the equivalent. (NOTE: A bachelors degree in one of the above listed degrees and a license as a Marriage and Family Therapist (MFT) is an alternative qualification for this discipline.) Masters degree required. Title 5, section 53410.1

## Textbooks Resources

1. Required Sukiennik, D., Bendat, W., Raufman, L.. The Career Fitness Program: Exercising your Options, 11th ed. Prentice Hall, 2015 Rationale:
- 2. Required Alcala, C., Diamond, N., Dickerson, K., Fong, N.. COUN G104: Career Life Planning, 1 ed. Creative Commons (OER), 2018

## Other Resources

1. Kalil, C. (2013) Follow Your Inner Heroes to the Work You Love. 2. GWC College Catalog