

**University of Nebraska at Omaha
School of Social Work**

**SOWK 4450 Senior Social Work Seminar
SYLLABUS
Spring 2008**

Instructor: Jeanette Harder, PhD, CMSW
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Office: Social Work area, near north entrance to Milo Bail Student Center
Office Hours: Available anytime by E-mail. Please contact the Instructor for a face-to-face or phone appointment.

Class Times: Mondays, 9:30am-12:30pm on these five dates: January 14, January 28, February 4, February 11, and March 3. (Please reserve February 18 and March 10 as possible make-up days in case one of our regular class dates is snowed out).

Classroom: KH 339 (We will meet off-campus on March 3.)

1.0 COURSE DESCRIPTION

- 1.1 This course is an integrating senior seminar to be taken with the final course of practicum. It facilitates the transition from student to professional social worker through the use of specific assignments focused on areas of resume development, continuation of research, awareness of continuing education needs, issues of licensure, and exposure to social work professionals.
- 1.2 This course is intended for senior social work majors in their last semester of social work practicum.
- 1.3 Prerequisites: Enrollment in Social Work 4420.

2.0 COURSE OBJECTIVES

- 2.1 To increase self-awareness with the goal of developing a professional identity capable of competent and self-directed social work practice.
- 2.2 To further develop the capacity to relate social work values and ethics to actual practice situations encountered in future employment situations.
- 2.3 To prepare to enter into employment in direct social work practice by preparing resumes, practicing job interviewing skills, and considering preferred fields of practice.
- 2.4 To increase awareness of, and interest in, utilizing research findings in one's social work practice. To become committed to the use of research methods in the evaluation of one's own practice.
- 2.5 To understand the necessity of self-directed continuing education after graduation.
- 2.6 To assist the student in completing a professional portfolio which contains samples of the student's writing, resume, and letters of reference.
- 2.7 To understand the licensure process and importance of attaining credentials in social work practice.

3.0 TEACHING METHODOLOGY

3.1 Guest speakers, class discussions and activities, lectures.

4.0 TEXTBOOK

Cournoyer, B. R., & Stanley, M. J. (2002). *The social work portfolio: Planning, assessing and documenting lifelong learning in a dynamic profession*. Pacific Grove, CA: Brooks/Cole.

5.0 COURSE OUTLINE AND SCHEDULE (tentative)

Session	Date	Topics	Readings	Assignments Due
1	Jan 14	<ul style="list-style-type: none"> • Introduction to course • Course syllabus • Values and ethics • Graduate education* • Certification/licensing* 	Ch. 1-2	--
2	Jan 28	<ul style="list-style-type: none"> • Lifelong learning* • Learning styles • Research, evidence-based practice • Financial planning* 	NASW Code of Ethics, Ch. 3	Post your resume on Blackboard Portfolio Section II.A.
3	Feb 4	<ul style="list-style-type: none"> • Finding a job* • Preparing a resume • Preparing a cover letter • Preparing for the job interview* • Negotiating salary/raise 	Ch. 4	Post your responses to other students' resumes Portfolio Section I.A-C
4	Feb 11	<ul style="list-style-type: none"> • NASW* • Lifelong learning (cont'd) • Transitioning from student to professional* • More on interviewing 	Ch. 5	Portfolio Section I.D. Portfolio Section III.
5	Mar 3	<ul style="list-style-type: none"> • Celebration (off-campus) • Course wrap-up • BEAP survey 	Ch. 6	Read other students' essays on <i>I am a social worker because...</i> Guest speaker responses Portfolio

*guest speaker

6.0 ASSIGNMENTS

6.1 Students are responsible for completing the assigned readings prior to each class. Please come to class prepared to participate.

6.2 **All assignments must be submitted to the Instructor electronically by E-mail (unless noted otherwise), and must be received by class time on the due date.** Submitting a paper copy of assignments as well is optional. It is advisable for you to document the submission of your papers via the "Send and File" option in Lotus

Notes, or comparable option in whatever E-mail software you use. It is the student's responsibility to ensure that the Instructor has received the assignment by the deadline, and that it is in an accessible format (preferably Microsoft Word or rich text format). Assignments turned in late will have significant points deducted. No assignment will be accepted that is more than one week past the due date.

Assignment	# of points	Date due
Post your resume on our Blackboard site	5	January 28
II. A. Academic preparedness. Summary/reflection	40	January 28
Post your resume responses on our Blackboard site	10	February 4
I. A. Essay: <i>I am a social worker because...</i>	20	February 4
I. B. What area(s) and/or field(s) of social work are you most interested in, and why?	10	February 4
I. C. What/who has influenced you, and what are your career aspirations and goals?	20	February 4
I. D. Personal Learning Plan	20	February 11
III. Job acquisition (all sections)	40	February 11
Guest speaker responses	10	March 3
Final Portfolio with all sections included	50	March 3
Attendance, participation	25	--
TOTAL	250	

7.0 ATTENDANCE POLICY AND CLASS PARTICIPATION

- 7.1 Student attendance and participation in class are essential for learning. Students are expected to be actively involved in class.
- 7.2 Students are expected to attend all class sessions. Please plan to be prompt and to stay for the entire 3-hour session (one break). A student may miss 1 hour of class without penalty. A 5-point penalty will be taken for each additional hour of class missed. Students who arrive late or leave early may lose points, at the Instructor's discretion. A student who misses a class is responsible for information and assignments communicated during that class session. Disruptive behavior, refusing to participate in classroom activities (including discussions and exercises), or falling asleep during class may result in a lower course grade.
- 7.3 All students are expected to:
- be punctual;
 - respect the opinions of peers;
 - speak up when you have a point to make, a question, or a disagreement;
 - be willing to *help* each other (*without cheating*); and
 - demonstrate ability to give and accept feedback.
- 7.4 Please *turn off* ringers on cell phones before class begins.
- 7.5 If a student stops attending but does not officially withdraw from the course, the student will receive a grade of "F".

8.0 GRADING POLICY

<u>Cumulative Points*</u>	<u>Percent</u>	<u>Final Grade</u>
245-250	98-100%	A+
235-244	94-97.9%	A
228-234	91-93.9%	A-
220-227	88-90.9%	B+
210-219	84-87.9%	B
203-209	81-83.9%	B-
195-202	78-80.9%	C+
185-194	74-77.9%	C
178-184	71-73.9%	C-
170-177	68-70.9%	D+
160-169	64-67.9%	D
153-159	61-63.9%	D-
below 153	below 60.9%	F

*Final grade is based on cumulative points earned.

No extra credit.

Grade appeal process for CPACS students: Students who wish to appeal a grade which they feel was capriciously or prejudicially given shall first discuss the matter with the instructor within 30 days of the final course grade being posted. If the matter is not resolved, the student must meet with the department/school Chair/Director. If a satisfactory agreement cannot be reached the student must appeal, in writing, to the department/school curriculum committee. If a satisfactory agreement cannot be reached, the student may submit a written appeal to the Office of the Dean within 20 working days of the exhaustion of the departmental procedures.

9.0 RECOMMENDED READING

Books

- Conner, P. T. (2004). *Woe is I: The grammarphobe's guide to better English in plain English*, 2nd ed. Riverhead Books.
- Corey, M. S., & Corey. G. (2007). *Becoming a helper*, 5th ed. Thomson Brooks/Cole.
- Cournoyer, B. R. (2005). *The social work skills workbook*, 4th ed. Thomson Brooks/Cole.
- Ginsberg, L. H. (2001). *Careers in social work*, 2nd ed. Boston, MA: Allyn and Bacon.
- LeCroy, C. W. (2002). *The call to social work: Life stories*. Sage.

Websites

- The Campbell Corporation. What helps? What harms? Based on what evidence?
www.campbellcollaboration.org
- Career Exploration and Outreach, UNO. www.unomaha.edu/ceo
- DiNitto Center for Career Services, University of Texas at Austin
www.utexas.edu/ssw/dccs/handouts.html
- Dress to Impress, Washington State University. <http://amdt.wsu.edu/research/dti>
- NASW Job Link, The Social Work Career Center. www.naswdc.org/joblinks and
www.naswdc.org/pubs/choices/choices.htm
- The New Social Worker Online. www.socialworker.com
- Social Work Careers Quiz, Allyn and Bacon. www.abacon.com/socwk/quiz
- Social Workers: Help Starts Here. www.helpstartshere.org/Careers.html

10.0 UNIVERSITY POLICIES

- 10.1 Student disabilities. Students who have a documented disability and need academic accommodation are encouraged to contact the instructor as early in the semester as possible to discuss their special needs.
- 10.2 Academic dishonesty and plagiarism. UNO policy reads: “The maintenance of academic honesty and integrity is a vital concern of the University community. Any student found guilty of academic dishonesty shall be subject to both academic and disciplinary sanctions.” *Plagiarism* is the appropriation of the work (be it ideas or words) of another without crediting the source. Such a practice is particularly reprehensible in a community dedicated to the pursuit and advance of knowledge. For more information, see the UNO Student Handbook.

11.0 OTHER UNO STUDENT RESOURCES

Resource	Phone#	Location
Bookstore	554-2336	MBSC, 1 st floor http://www.unobookstore.com/
Career Exploration and Outreach	554-3672	EAB 211 http://ceo.unomaha.edu/
Counseling	554-2409	EAB #115 http://counseling.unomaha.edu
International Studies and Programs	554-2293	ASH #241 http://www.unomaha.edu/world
Library	554-3206	Library http://library.unomaha.edu
Office of Diversity and Equal Opportunity	554-2872	EAB 117 http://www.unomaha.edu/diversity
Recreation	554-2539	HPER http://www.unomaha.edu/~wwwocr
Security (Emergencies)	554-2911	EAB 100 http://www.unomaha.edu/security
Services for Students with Disabilities	554-3799	EAB #115 http://www.unomaha.edu/disability
Student Health Services	554-2374	MBSC, 1 st floor http://studenthealth.unomaha.edu
Writing Center	554-2946	ASH 150 http://www.unomaha.edu/writingcenter