HUD 127-SURVEY OF HEALTH CAREERS
INSTRUCTOR: JEANNE A. DODGE
SPRING 2010/SECTION 10 (HYBRID)

COURSE DESCRIPTION:
An introduction to the responsibilities, settings and qualifications of various health careers. This course examines the role of different health professionals as members of the healthcare team. Using self-evaluation and decision-making exercises, students begin to better match their interests with appropriate careers in healthcare.

PREREQUISITES:
None

CREDITS:
2 (credit/noncredit)

INSTRUCTOR:
Jeanne A. Dodge
Office: Academic Advising Center
Phone number 413-775-1344 or 413-222-8620 (cell)
Email: dodge@gcc.mass.edu

OFFICE HOURS:
Before or after class or by appointment.

Class Meetings:
- Saturdays (September 11th, 25th, October 9th, 23rd, November 6th)
- N201A
- Online-via Blackboard
PLEASE NOTE:

For Assistance with Computer Skills:
The Learning Center, the Library, and the Women’s Resource Center are available for assistance.

COURSE OBJECTIVES:

- Students will increase awareness of their personal skills, interests and work values through guided discussions and group and individual activities which are specifically relate to the healthcare field.
- Students will identify their individual interests, values and abilities as they relate to various health professions.
- Students will demonstrate decision-making skills for selecting possible academic and career options.
- Students will learn the educational requirements, work responsibilities, settings, qualifications, skills and salary potential of various health professions.

ATTENDANCE POLICY:

Because of the nature of the material being presented, attendance for the in class dates is necessary to complete the course requirements to obtain credit. If you know that you will need to be absent please set up a meeting with me. Attendance and participation for the online portion of the course is expected thru the online discussion assignments.

CLASS ROOM POLICIES:

Because this is a course to prepare for a career in Health Care, the expectations are:

- class will start on time
- courteous behavior
- one speaker at time
- sign in attendance sheet
- cell phones/pagers will be on silent or vibrate and will not disturb others-NO TEXTING in class.
GRADING POLICY:

To receive credit for this course you must complete the following with a course grade of at least 70% (separate handouts will be given for guidelines and grading criteria):

- Written assignments 35%
- Complete and hand in your Career Action Plan. 35%
- Attendance/participation 30%

**NOTE:** All written assignments must be handed in on time; assignments that are handed in late will have 5 points taken off for every day they are overdue. All assignments are handed in electronically and MUST be “saved as” in “.rtf” format and MUST be correctly identified.

METHODS OF INSTRUCTION:

- Lecture
- Speakers via YouTube
- Individual and small group projects
- Blackboard
- Internet
- PowerPoint
- Reading and written assignments

TEXT:

There is a workbook, supplied by the instructor. Supplemental articles and resources will be posted on Blackboard or distributed in class.

BLACKBOARD:

Blackboard will be used as a course supplement. If you cannot access your Blackboard account, contact Michelle Barthelemy at 413-775-1481 or barthelemym@gcc.mass.edu
COURSE OUTLINE

(Subject to changes, all changes will be posted on Blackboard)

MODULE 1 (SEPTEMBER 2ND-SEPTEMBER 24TH)

- Introduction to course: use of Blackboard and MassCIS
- On-line Introductions
- On-line Career Information (Rehabilitation Therapies and Dental)
- Reaction Papers: Carolyn Talty and Lisa Sheldon

MODULE 2 (SEPTEMBER 25TH-OCTOBER 8TH)

- Introduction to Assessments
- On-line assessments in MassCIS (Skills, Workplace Importance, Interests, Occupation Sort, Reality Check), also MBTI
- On-line Career Information (Medical)
- Reaction Papers: Anna Berry and Nancy Kiernan Campbell

MODULE 3 (OCTOBER 9TH-OCTOBER 22ND)

- Assessment Results
- Transfer Basics
- On-line Career Information (Administrative, Information Technology and Systems, Community and Public Health)
- Reaction Papers: Dennis Zingenler and Timothy Blake
- Information Session assignment due

MODULE 4 (OCTOBER 23RD-NOVEMBER 5TH)

- Health Care Overview
- On-line Career Information (Wellness and Complementary Medicine, Veterinary/Animal Related)
- Reaction Papers: Marilyn Huffman and Mary Kersell
- Community Agencies assignment
- Political Information assignment

MODULE 5 (NOVEMBER 6TH-NOVEMBER 12TH)
• Burnout/Self Care/Stress Management
• Resume Basics
• On-line Career Information (Choose a career to research that could be a possible “back up plan” recommended to explore one from your assessments.)
• Reaction Papers: choose any two that you haven’t already done
• Career Action Plan Due