

SAN DIEGO COMMUNITY COLLEGE DISTRICT
CONTINUING EDUCATION
COURSE OUTLINE

SECTION I

SUBJECT AREA AND COURSE NUMBER

DSPS 639D

COURSE TITLE

OCCUPATIONAL OPPORTUNITIES

TYPE COURSE

NON-FEE

CATALOG COURSE DESCRIPTION

A course designed to assist the student with disabilities in the process of developing and pursuing goals for employment. Explores opportunities for employment and provides community job site experiences. Preparation of students to meet the psychological, social, and intellectual demands of employment. (FT)

LECTURE/LABORATORY HOURS

3-30 hours per week
(for 18 weeks)

ADVISORIES

NONE

RECOMMENDED SKILL LEVEL

NONE

INSTITUTIONAL STUDENT LEARNING OUTCOMES

1. Social Responsibility
SDCE students demonstrate interpersonal skills by learning and working cooperatively in a diverse environment.
2. Effective Communication
SDCE students demonstrate effective communication skills.

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INSTITUTIONAL STUDENT LEARNING OUTCOMES (CONTINUED)

3. Critical Thinking

SDCE students critically process information, make decisions, and solve problems independently or cooperatively.

4. Personal and Professional Development

SDCE students pursue short term and life-long learning goals, mastering necessary skills and using resource management and self advocacy skills to cope with changing situations in their lives.

COURSE GOALS

1. SDCE students will demonstrate learning gains or competencies relevant to their needs and course objectives.

Achievement of the course objectives will enable the student to:

1. To be job ready.
2. Obtain placement in volunteer work or part/full-time employment.

COURSE OBJECTIVES

Upon successful completion of the course the student will be able to:

1. Demonstrate job related skills necessary for employment.
2. Exhibit characteristics needed for employment.
3. Demonstrate knowledge of occupational opportunities.
4. Utilize sources of information regarding occupations.
5. Demonstrate knowledge of legal aspects of employment.
6. Demonstrate procedures for obtaining employment.
7. Participate in community job site experience.

COURSE CONTENT AND SCOPE

1. Job Related Skills
 - 1.1. Functional academics
 - 1.2. Budgeting
 - 1.3. Community skills
 - 1.4. Grooming
 - 1.5. Transportation
2. Characteristics Needed For Employment
 - 2.1. Psychological
 - 2.2. Attitudinal
 - 2.3. Social
3. Knowledge of Occupational Opportunities
 - 3.1. Vocational interest inventory
 - 3.2. Community skills assessment
 - 3.3. Review of occupational options

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COURSE CONTENT AND SCOPE (CONTINUED)

4. Sources of Information Regarding Occupations
 - 4.1. Individuals employed in occupations
 - 4.2. Employers
 - 4.3. Job tour
 - 4.4. Career development research
5. Legal Aspects of Employment
 - 5.1. Employee rights
 - 5.2. S.S.I.
6. Procedure For Obtaining Employment
 - 6.1. Job referral sources (E.D.D.)
 - 6.2. Telephone contacts
 - 6.3. Resume
 - 6.4. References
 - 6.5. Job applications
 - 6.6. Interviews
 - 6.7. Follow-up
7. Community Job Site Experience
 - 7.1. Job and work related skills training
 - 7.2. Supervised instruction during initial training phase
 - 7.3. Decreased supervision/increased student independence as student becomes more independent in task
 - 7.4. Placement
 - 7.5. Volunteer
 - 7.6. Supported work
 - 7.7. Competitive employment.
8. Skills Necessary For Job Retention
 - 8.1. Employer/employee contacts
 - 8.2. Rules and regulation of work site
 - 8.3. Job tasks
 - 8.4. Schedules and routines
 - 8.5. Staff communication

APPROPRIATE READINGS

NONE

WRITING ASSIGNMENTS

NONE

OUTSIDE ASSIGNMENTS

NONE

APPROPRIATE ASSIGNMENTS THAT DEMONSTRATE CRITICAL THINKING

NONE

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EVALUATION

Students will be evaluated on the basis of: pre and post assessments; data collection; class participation; community participation; progress as reported on their Individualized Education Plan; and employer evaluations.

METHOD OF INSTRUCTION

The primary methods of instruction in the classroom will include, class discussions, work sheets, simulated job skills, and multi media presentations (films, slides, videos, etc.).

The primary methods of instruction in the community will include: community business inventories, parent/guardian/student conferences and interviews, contacting employers, appropriate job site selection, task analysis, student jobs skills and adaptation assessment, supervised job training, on going job follow-up and employer communication, increased employee awareness about the abilities of students with disabilities.

TEXT AND SUPPLIES

Published and teacher made materials appropriate to individual student needs.
Audio-visual aids.

Supplies necessary to simulate various job skills.

PREPARED BY Judy Brae DATE August 27, 1985

DATA REVISED BY Anne Heller DATE June 29, 1987

DATA REVISED BY Marie Doerner DATE May 27, 2008

DATA REVISED BY Instructional Services/SLO's Added DATE April 25, 2013

Instructors must meet all requirements stated in Policy 3100 (Student Rights, Responsibilities and Administrative Due Process), and the Attendance Policy set forth in the Continuing Education Catalog.

REFERENCES:

San Diego Community College District Policy 3100
California Community Colleges, Title 5, Section 55002
Continuing Education Catalog