

University of North Texas
Department of Kinesiology, Health Performance, and Recreation
RECR 4150
Professional Development and Capstone Experience in Leisure, Sport and Wellness
Related Professions
Spring 2012

Meets: Monday and Wednesday, 9:30am-10:50 p.m. Room 045 Coliseum

Professor:
Dr. Jean Keller

Office Hours: Tuesday and Thursday, 3-5pm
*Other Times by Appointment. Please feel
free to make an appointment*

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Course Syllabus

The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary to improve the course quality

CATALOG DESCRIPTION:

This is a capstone course intended to provide a bridge from theory to practice for students preparing for entry into leisure, sport, or wellness professions. Students will engage in analysis of professional roles and responsibilities, examine ethical professional behavior, and participate in a service project to promote healthy lifestyles and quality of life. Course should be taken in the last years of degree completion.

COURSE TEXT:

Amon, R. Walker, M., E. Seagle, & Smith R. (2010). *Internships in Sport Management*. State College, PA: Venture Publishing.

Additional readings will be posted or shared.

STUDENT LEARNING OUTCOMES:

At the completion of this course, you should be able to:

1. Make connections between different areas of knowledge and different ways of knowing by critically analyzing issues facing professional practice.

State the impact of leisure, sport, and wellness from a historical, technological, economic, or political perspective; describe it clearly using current evidence and carefully evaluating the relevance of literature; state a position; and draw conclusions, implications, and consequences.

2. Express different ideas, perspectives, and viewpoints that have enriched your thinking about professional practices in written and oral format

Articulate your professional philosophy and career goals related to realistic employment opportunities through a philosophical paper and presentation as well as through a professional resume and cover letter.

3. Apply decision-making strategies that include ethical analysis related to personal and professional success.

Apply critical thinking, problem solving, and decision making strategies as a means to discovering solutions to complex ethical issues during professional practices using case studies.

4. Articulate the social significance of recreation, leisure, sports, and wellness including the potential for these services to address contemporary social problems.

State the impact of leisure, sport, and wellness from a historical, technological, economic, or political perspective; describe it clearly using current evidence and carefully evaluating the relevance of literature; state a position; and draw conclusions, implications, and consequences to address contemporary and social problems.

5. Communicate in written and verbal form better than when you entered the class.

Create a cover letter and resume and prepare and present two oral class presentations as well as three papers.

6. Consider different points of view and work effectively with group and several other class groups to facilitate a meaningful panel discussion of experts on what students should do to prepare for their internships.

Design and facilitate panel of experts using team work.

7. Exploring intercultural competence, knowledge of civic responsibility, and the ability to engage in communities, the class will create a service learning project to be implemented in the future.

Design a service learning project to promote leisure, active lifestyles, and/or wellness with a target group.

Course Procedures & Expectations

Family Educational Rights and Privacy Act (FERPA) Information. Students have the right to expect their grades will be kept confidential. Your course grade, as well as grades for each assignment, will not be posted or handled in a way, which could result in your being identified by other students or faculty members. If you encounter a problem in this area, contact the instructor immediately.

ADA Accommodations: The Department of Kinesiology, Health Promotion, and Recreation does not discriminate on the basis of disability in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of any of its programs and activities, as specified by Federal laws and regulations. The student has the responsibility of informing the course instructor of any disabling conditions that will require modifications to avoid discrimination.

EXPECTATIONS:

Students will undertake their own work without resorting to plagiarism or other forms of academic dishonesty or misconduct. The penalty for plagiarism or any other form of academic misconduct is “0” on the assignment and “F” in the course.

As professionals, you are expected to come to class prepared and ready to participate. You are expected to look and act professional in class. You are expected to be respectful of the instructor and classmates.

COURSE POLICIES:

This course will be governed by all policies in the Faculty Handbook and the Student Guidebook of the University of North Texas. Policies regarding course assignments, grading, and penalties for late assignments and make-up exams, and class participation that are detailed in this syllabus shall be followed and enforced as described.

Please come to class on time and prepared, turn off your cell phone prior to class, and since the class is a discussion and dialog, you will not need to bring communication technology. Unless noted. We will create a learning community together.

Student Assignments

All Assignments are Due on the Due Date at 9:30am

DEVISING YOUR GAME PLAN FOR SUCCESS & PORTFOLIO: (10 points) (Due: Feb. 6)

- a. One to two page narrative of your game plan for success. Double-space the paper and follow APA format - 6 points
- b. Completed application 1.1 - 4 points

THIS I BELIEVE (20 points) (due: Feb 6)

- a. Three to five page paper about what you believe about leisure, sport, and wellness related professions.. Double-space the paper and follow APA format.

ASSESS YOUR PERSONAL AND PROFESSIONAL SKILLS, TRAITS, ACHIEVEMENTS, & PERSONALITY (12 points) (Due: Feb. 8)

- a. One to three page narrative of your personal and professional skills, traits, achievement, and personality (6 points)
- b. Completed application 1.2 - Personal and professional assessment - 3 points
- c. Completed application 1.3 - Professional skill assessment - 3 points

TOP 10 ASSETS (5 points) (Due: Feb. 8)

- a. Two minute PowerPoint presentation of your top 10 assets (4 points)
- b. Completed application 1.4 - Top 10 Assets

ESTABLISHING YOUR DIRECTION (10 points) (Due: Feb. 13)

- a. Completed application 2.1

INTERNSHIP GOALS (10 points) (Due: Feb. 15)

- a. Completed applications 2.2 and 2.4 (5 points each)

CAREER GOALS & YOUR GAME PLAN: GAPS, ALIGNMENTS, & ACTION STEPS (8 points) (Due: Feb. 20)

- a. Completed application 2.3

WHAT IS IMPORTANT TO ME? (10 points) (Due: Feb. 22)

- a. Completed applications 3.1, 3.2, and 3.3 (3.3 points each)

PANEL OF EXPERTS: (15 points) (Due: Mar. 7)

- a. Peer evaluation of your work - 5 points
- b. Self-Evaluation of your contributions - 5 points
- c. Faculty evaluation of the panel's ability to deliver a meaning presentation and discussion of "How to Prepare for An Internship?"

COVER LETTER (15 points) (Due: Mar. 12)

- a. Completed application 5.1 - 5 points
- b. Cover letter - 10 points

RESUME (10 points) (Due Mar. 14)

- a. Completed resume using the format that best represents you.

INTERNSHIP INTERVIEW QUESTIONS (10 points) (Due: Apr. 2)

- a. Completed application 6.1 - 5 points
- b. Completed application 6.2 - 5 points

INTERNSHIP IDENTIFIED (IF YOU ARE NOT DOING AN INTERNSHIP YOU WILL INTERVIEW AN EMPLOYER WHERE YOU WOULD LIKE TO WORK

(15 points) (Due: Apr. 18)

- a. Organization name, address, phone number
- b. Supervisor name, address, phone number, fax number, and email
- c. Internship description (detail what you will do)/Details of the position you discussed
- d. How the internship relates to your goals (Use application 2.2, 2.3, and 2.4)/ How the position relates to you goals
- e. Start and end dates/NA
- f. Hours and days of the week/NA
- g. Compensation/Information about salary, benefits, vacation, working conditions, etc.
- h. Evaluation related to expectations/How does the organization evaluation employees
- i. Copy of letter of acceptance/Copy of thank you letter

THIS I BELIEVE PRESENTATION (15 points) (Due: Apr. 25 - May 2 - when assigned)

- a. Four to five minute PowerPoint presentation

THIS I BELIEVE PAPER (15 points) (Due: May 2)

- a. Revised from the Feb. 6

SERVICE LEARNING PROGRAM DESIGN (10 Points) (Due: May 5)

YOUR PARTICIPATION AND CONTRIBUTIONS TO OUR LEARNING COMMUNITY

(15 points) (At each class period - Due: May 5)

GRADING PLAN:

90%-100% = A = 189-210

80%-89% = B = 168-188

70%-79% = C = 147-167

60%-69% = D = 126-146

Below 60% = F = below 125

TENTATIVE COURSE SCHEDULE:

(Readings are from the textbook)

Jan. 18	OVERVIEW OF COURSE & INTRODUCTIONS and YOUR DESIRES FOR THE COURSE Chapter 1
Jan. 23	SELF-ASSESSMENT Chapter 1
Jan. 25	SELF-CONFIDENCE Chapter 1
Jan. 30	THIS I BELIEVE PREPARATION (no formal class)
Feb. 1	THIS I BELIEVE PREPARATION (no formal class)
Feb. 6	DIRECTIONS: WHERE AM I GOING? Chapter 2
Feb. 8	TOP 10 ASSETS Chapter 2
Feb. 13	INTERNSHIP GOALS Chapter 2
Feb. 15	CAREER GOALS Chapter 2
Feb. 20	SEARCH AND RESEARCH & PANEL OF EXPERT ASSIGNMENT]

Chapter 3

Feb. 22 **NETWORKS AND NETWORKING & HOW TO WORK A CAREER FAIR?**
Chapter 3

Feb. 27 **STRATEGIES TO CONDUCT A SUCCESSFUL JOB AND INTERNSHIP SEARCH**

Feb. 29 **CREATING A PANEL OF EXPERTS: WORK GROUP MEETINGS.**
No formal class

Mar. 5 **YOUR COVER LETTER & HOW TO PREPARE BEFORE YOU GRADUATE**
Chapter 4

Mar. 7 **PANEL OF EXPERTS PRESENTATION: HOW TO PREPARE FOR YOUR INTERNSHIP AND CAREER**

Mar. 12 **RESUME WRITING**
Chapter 5

Mar. 14 **GETTING AN INTERVIEW & INTERVIEWING TIPS AND TECHNIQUES**
Chapter 6

Mar. 19 & 21 **HAPPY SPRING BREAK**

Mar. 26 **INTERVIEWS FOR INTERNSHIPS/OR WITH EMPLOYERS**
No formal class

Mar. 28 **INTERVIEWS FOR INTERNSHIPS/OR WITH EMPLOYERS**
No formal class

Apr. 2 **INTERVIEWING: HOW WILL I LOOK AND WHAT WILL I SAY?**
Chapter 6

Apr. 4 **SELECTING AN INTERNSHIP OR POSITION**
Chapter 7

Apr. 9 **FACTORS TO CONSIDER IN SELECTING A POSITION OR INTERNSHIP & NEGOTIATING: JOB OFFERS AND SALARIES**

Apr. 11 **ON THE JOB STRATEGIES & BUILDING POSITIVE RELATIONSHIPS**

Apr. 16 **PERSONAL INTEGRITY**

- Apr. 18 **PROFESSIONAL ETHICS - WHAT, WHEN, WHERE, WHY, AND HOW?**
Apr. 23 **GROWING YOUR CAREER & CONTEMPORARY ISSUES IN THE
WORKPLACE**
- Apr. 25 **THIS I BELIEVE PRESENTATION**
- Apr. 30 **THIS I BELIEVE PRESENTATION**
- May 2 **THIS I BELIEVE PRESENTATION**
- May 7 **FINAL - DESIGNING A SERVICE LEARNING PROGRAM (PLEASE
BRING LAP TOP TO CLASS)**

Thank you for your participation!!!
Have a wonderful summer!