

Career Exploration – Winter 2019 Syllabus

Linn Benton Community College – Agricultural Sciences Department

Course Numbers HT8.102 - CRN: 30287 - Course Credits: 1 credit

Meeting Time & Room:

Wednesday 12:00 to 12:50 - WOH 203

Instructor:

Stefan Seiter

Phone (voice mail): (541) 917-4765

E-mail address: stefan.seiter@linnbenton.edu

Website: <http://cf.linnbenton.edu/mathsci/aghort/seiters>

Office Hours:

WOH 124, Tuesday and Thursday 10:00 to 10:50

Course Description:

This course surveys career opportunities in horticulture. Guest speakers in some of following area of horticulture will make presentations during the class: greenhouse management, wholesale nursery, retail nursery, landscape construction and maintenance, grass seed production, golf course maintenance, grounds maintenance, arboriculture. LBCC staff and faculty will present information on résumés, job search, CWE and placement.

Course Outcomes:

The successful completion of this course will enable you to:

- Identify job characteristics such as job titles, qualifications, conditions, salaries, benefits, disadvantages, and advancement potential in a variety of agricultural and horticultural professions.
- Describe effective job interview skills.
- Prepare a current resume.

Waitlist Policy

If the class is full, registered students not attending the first session without advance notice to the instructor will be dropped from the class and students from the waitlist will take their spots.

Waitlisted students must attend class and get instructor approval to become registered students.

Grades:

The grading system for the course is “Pass -No Pass”. A “Pass” grade will require:

- Completion of six career reports
- Completion of a personal résumé
- Completion of an interview report

Incomplete Grade: An Incomplete will not be issued. Notify the instructor if you are no longer able to attend class.

Assignments

- Career reports may be completed during the presentation of speakers in class or finished at home and turned in (uploaded on Moodle) within one week after the presentation. Writing career reports require your attendance on the designated dates and can not be made up.
- A personal up-to-date résumé is **due February 6 (week 5)** in class at noon. Elements of a résumé will be discussed in class on January 10 and 17.
- Students are required to talk to an employer in their field of interest. This interview should cover at a minimum the questions covered on the career report. Any other questions of interest to the students can and should be added and included in the written report. A **written report is due March 6 (week 9)** in class at noon.

Student Integrity: All students are expected to complete their work with integrity, not jeopardizing their own honesty nor that of other students.

Disabilities Services:

You should meet with your instructor during the first week of class

- if you have a documented disability and need accommodations,
- your instructor needs to know medical information about you, or
- you need special arrangements in the event of an emergency.

If you believe you may need accommodation services please contact Center for Accessibility Resources, 541-917-4789. If you have documented your disability, remember that you must make your request for accommodations through the Center for Accessibility Resources Online Services web page every term in order to receive accommodations.

Classroom Guidelines

This is your course. You will learn the most if you actively participate in classroom discussions and share your experience and questions. At the same time, respect other students' desire to learn while listening attentively and appreciating other points of view.

- Learn the names of your classmates. Help one another (not during tests).
- Turn off your cell phones before you enter the classroom
- This is your classroom. Take responsibility for it by straightening up tables and chairs when you leave. Clean up the lab and put away equipment at the end of class. Pick up and remove litter.
- Arrive promptly before class begins. If late, enter quietly.
- Please remove hats in the classroom. Head coverings worn for religious or medical reasons are acceptable.
- No food or drink is allowed in the classroom during class time. No tobacco products may be used in the classroom at any time.
- Know basic safety rules and report any accidents, injuries, or problems immediately.
- Do not come to class when you are ill and are likely to infect others.
- Minor children will not be allowed in the classroom or lab areas for safety reasons. Check the LBCC family resource center for day care options
- Security is a primary concern on campus. Be responsible for your things and considerate of other students' belongings.
- Let faculty or staff know if you are experiencing academic difficulties. Assistance is available. The LBCC Learning Center provides students with academic support and a comfortable place to study. For available services go to <https://www.linnbenton.edu/learning-center>
- Be aware of Student Rights and Responsibilities. For more information go to the LBCC website.
- Be aware of inclement weather policy of the college during the winter term.

Tentative Course Schedule (Dates and topics may change)

Week	Presenter	Topic	Assignments
1 01/10	Stefan Seiter	Transferable skills, Job Expectations	
2 01/17			Career report 1
3 1/24			Career report 2
4 01/31			Career report 3
5 02/07			
6 02/14			Career report 4
7 02/21			Career report 5 <u>Personal Résumé</u>
8 02/28			Career report 6
9 03/07			Career report 7 <u>Interview report</u>
10 03/14	Stefan Seiter /David Bird	CWE, Job Hunting	