MGT 535 Career Management

Fall 2017 Syllabus

Course Description

A successful career requires adept career management. This course introduces students to strategies that will help them navigate the challenges and opportunities in the world of work. Students will examine their own beliefs about how to manage careers. They will learn what it means to develop a "working identify". Students will learn how to conduct career experiments, develop new professional networks, and craft their own career narratives. The world of work undergoes tremendous constant changes brought about by such factors as technology, globalization, and regulations. Students will be better able to anticipate and recognize these changes and make informed career decisions.

Credit Hours

1 quarter credit

Faculty Information

Rob Seemann (seemannr@ohsu.edu)

For timely, brief questions connect with the instructor by e- mail. For an extended conversation please e-mail or connect with me in class to schedule a specific time.

General Course Meeting Information

This course meets online Monday, September 25 – Friday, December 15, 2017.

We will meet in person twice in the term:
Saturday, September 30, 2017   12:35am – 2:00pm   CHH 3070
Saturday, December 2, 2017   12:35am – 2:00pm   BICC 124

This course shares face-to-face time with MGT 522 Influencing Change in Organizations.

Required Texts

Ibarra, H. (2004) *Working identity: Unconventional Strategies for Reinventing Your Career*. Harvard Business Review Press. ISBN-10: 1591394139   ISBN-13: 978-1591394136. MSRP $25.00

Pricing for textbooks may vary by retailer. Additional information about pricing, electronic options (e.g., Kindle), rentals, and used copies is available through your favorite online vendor. Additional readings will be made available through OHSU Library and the Sakai learning platform.

Course Objectives

Upon successful completion of this course, students will:
- Define Ibarra's concept of "Working Identity,"
- Name and describe a conventional (linear) model of career management,
- Name and describe the test-and-learn (circular) model of career management,
- List and describe nine of Ibarra's unconventional career management strategies,
- Explain the importance and role of shifting connections and making sense of career narratives,

- Utilize Ibarra's concepts of crafting experiments to increase one's career management acumen.

Alignment with Program Learning Goals and Objectives

This course is an elective course in the MS curriculum and focuses on the following:

LG3: Awareness
- **LO1**: Reflect on and assess one's own emotions, strengths, weaknesses, drivers, values and goals and analyze how they impact others.
- **LO2**: Describe complex organizational situations from multiple perspectives.
- **LO3**: Identify strengths and consider perspectives of others to build relationships.

LG4: Communication, Audience Engagement
- **LO1**: Demonstrate a thorough consideration and understanding of context, purpose and audience in the communication.
- **LO2**: Present a central message that is clear, concise and convincing.
- **LO3**: Skillfully present complex information that is readily understood by a broad range of stakeholders.

Attendance Requirements

Attendance at the face-to-face sessions is required as is participation in the online component of the course. Students are expected to be present and participate in discussions in a professional and respectful manner. Failure to attend or participate in class may adversely affect your final grade. See the Grading Policy (below) for details.

Weekly Class Workflow

Forums

You will have forum questions and/or assignments each week for online response. The effectiveness of the class relies on active participation in online discussions as well as the two face-to-face class sessions. To earn full participation points in the forums, a good guideline is to post at least **1 substantive contribution to further an ongoing discussion thread on 2 out of 7 days each week** (i.e. 2 substantive posts and active in the "classroom" on at least 3 days). A posting that states "I agree" or something similar is not considered a substantive post.

Submissions

Your written assignment will be graded based on how well you have applied the course material and expressed yourself clearly and insightfully. Please refer to Sakai for specific assignment details.

Grading Policy

Grades are based on the following criteria:

A	95-100%	B-	80-82%	D+	67-69%
A-	90-94%	C+	77-79%	D	63-67%
B+	87-89%	C	73-76%	D-	60-62%
B	83-86%	C-	70-72%	F	Below 60%

Grades will be based on scores from Forum posts and participation, participation in the in-person (face-to-face) sessions, and assignments. The point breakdown is as follows:
70% Discussion Forums
20% Face-to-Face Participation
10% Final Paper

Graduate credit will be granted for a class grade of C or better, however a class grade below B is cause for serious concern.

Grades are due to the Registrar's Office one week after the end of the term. Students will find official grades posted in SIS by Friday, December 29. If at this time you do not see your grades in SIS, please contact the Division at 503-346-0375.

Copyright Information	Every reasonable effort has been made to protect the copyright requirements of materials used in this course. Class participants are warned not to copy, audio, or videotape in violation of copyright laws. Journal articles will be kept on reserve at the library or online for student access. Copyright law does allow for making one personal copy of each article from the original article. This limit also applies to electronic sources. To comply with the fair use fair use doctrine of the US copyright law, Sakai course sites close three weeks after grades are posted with the Registrar. Please be sure to download all course material you wish to keep before this time.
Syllabus Changes & Retention	This syllabus is not to be considered a contract between the student and the Division of Management. It is recognized that changes may be made as the need arises. Students are responsible for keeping a copy of the course syllabus for their records. **PLEASE NOTE: the course outline posted on Sakai will have the most up to date information**.
Student Access	Our program is committed to all students achieving their potential. If you have a disability or think you may have a disability (physical, learning, hearing, vision, psychological) which may need a reasonable accommodation please contact Student Access at (503) 494-0082 or e-mail at studentaccess@ohsu.edu to discuss your needs. You can also find more information here. Because accommodations can take time to implement, it is important to have this discussion as soon as possible. All information regarding a student's disability is kept in accordance with relevant state and federal laws.
Commitment to Equity and Inclusion	Oregon Health & Science University is committed to creating and fostering a learning and working environment based on open communication and mutual respect. If you encounter sexual harassment, sexual misconduct, sexual assault, or discrimination based on race, color, religion, age, national origin or ancestry, veteran or military status, sex, marital status, pregnancy or parenting status, sexual orientation, gender identity, disability or any other protected status please contact the Affirmative Action and Equal Opportunity Department at 503-494-5148 or aaeo@ohsu.edu. Inquiries about Title IX compliance or sex/gender discrimination and harassment may be directed to the **OHSU Title IX Coordinator** at 503-494-0258 or titleix@ohsu.edu.
Inclement Weather Policy	When the weather forecast calls for ice or snow, call the OHSU Alert Line, 503 494-9021, for information regarding weather conditions that may affect operations at OHSU. See this website for details. For more information specific to the Division, please visit our website.
Academic Honesty	Course participants are expected to maintain academic honesty in their course work. Submission of previously published solutions or answers (sections or in total) as one's own work will not receive credit. Literature and resources (including Internet resources) employed in fulfilling assignments must be cited. Phrases, sentences or paragraphs from other sources, including the participant's own previous writings may only be used with explicit attribution and citation of source.

To uphold the principles and practice of academic honesty, faculty members at OHSU may use originality checking systems such as *Turnitin* to compare a student's submitted work against multiple sources. More information about Turnitin and plagiarism can be found online through OHSU's Teaching & Learning Center.

Use of Sakai   This course will have an online component, which can be accessed through Sakai, OHSU's online course management system. OHSU's Sakai software is supported by the Sakai Help Desk. The Help Desk offers technical and user support seven days a week: Monday through Friday from 8 a.m. to 9 p.m. Pacific Time and weekends and holidays from noon until 5 p.m. Pacific Time. You can contact the Help Desk using their web-based form, or via e-mail at sakai@ohsu.edu, or by phone at 1-877-972-5249.

Please remember, Sakai course sites close three weeks after grades are posted with the Registrar. Please be sure to download all course material you wish to keep before this time.