

Las Positas College
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Course Outline for ECD 96
WORK EXPERIENCE SEMINAR
Effective: Fall 2009

I. CATALOG DESCRIPTION:

ECD 96 — WORK EXPERIENCE SEMINAR — 1.00 units

Discussion and analysis of typical problems often encountered by employees at the workplace. Application of National Association for the Education of Young Children (NAEYC) Code of Ethical Conduct to difficult situations that occur at the job site. Develop and complete measurable developmentally appropriate goals in early care and education settings.

1.00 Units Lecture

Corequisite

ECE 95 - Work Experience

Grading Methods:

Letter Grade

Discipline:

| | MIN |
|-----------------------|------------|
| Lecture Hours: | 18.00 |
| Total Hours: | 18.00 |

II. NUMBER OF TIMES COURSE MAY BE TAKEN FOR CREDIT: 4

III. PREREQUISITE AND/OR ADVISORY SKILLS:

IV. MEASURABLE OBJECTIVES:

Upon completion of this course, the student should be able to:

- A. Apply knowledge acquired in ECD classroom instruction to problems and situations occurring in early care and education settings;
- B. Demonstrate increased understanding of the complexity of various early childhood programs;
- C. Analyze dilemmas and apply NAEYC Code of Ethical Conduct.

V. CONTENT:

- A. Functioning in work experience setting
- B. Developing objectives for the work experience site
 - 1. Who, what, why, where, when and how
 - 2. Reflection
 - 3. Evaluation
- C. Techniques for incorporating best practices into work place setting
 - 1. Comparison of quality standards and actuality
 - 2. Becoming an agent for change
- D. Strategies for success in the work place
 - 1. Job description
 - 2. Work ethics
 - 3. Scope of the job
 - 4. Communication
 - 5. Resolving conflicts
- E. Professional and ethical standards
 - 1. Confidentiality
 - 2. Professional appearance
 - 3. Verbal and non verbal language
 - 4. NAEYC Code of Ethical Conduct

VI. METHODS OF INSTRUCTION:

- A. **Lecture** -
- B. Simulation and role-plays scenarios
- C. **Guest Lecturers** -

VII. TYPICAL ASSIGNMENTS:

- A. Reflective Journal B. Career Plan C. Professional resume D. Statement paper on NAEYC's Code of Ethical Conduct

VIII. EVALUATION:

A. **Methods**

B. **Frequency**

1. Frequency
 - a. Reflective journal weekly
 - b. One or two written assignments
 - c. One culminating final test or project

IX. TYPICAL TEXTS:

1. Copple, Carol, editor. *A World of Difference: Readings on Teaching Young Children in a Diverse Society.*, NAEYC, 2003.
2. Copple, Carol and Bredekamp, Sue, editors *Developmentally Appropriate Practice in Early Childhood Programs: Serving Children from Birth through Age 8.*, -, 2009.
3. Feeney, Stephanie and Freeman, Nancy *Ethics and the Early Childhood Educator: Using the NAEYC Code.*, NAEYC, 2005.

X. OTHER MATERIALS REQUIRED OF STUDENTS: