Course Syllabus

Department: Environmental Conservation

Date: October 11, 2013

I. Course Prefix and Number: CON 200

Course Name: Field Experiences in Conservation

Credit Hours and Contact Hours: 2 credit hours and 2 contact hours

Catalog Description including pre- and co-requisites: supporting data required for grade prerequisite of ‘C’ or higher.

This course is comprised of on-line sessions that total 15 hours and at least 45 hours of individual field experiences. On-line topics include: resume writing, interview strategies, job searching, Civil Service examination preparation and identification of field experiences appropriate to the student’s career goals. Field experiences will be arranged with appropriate agencies, which may include the NYS Department of Environmental Conservation, County Conservation Services, BSA Camps, National Park Service, Nature Conservancy, water treatment plants and nature centers. Field experiences will provide students the opportunity to assume the responsibilities for the jobs (Fish and Wildlife Technician, Nature Interpreter, Camp Ranger, etc.), they will be performing after graduation. The type of experience varies with student career interest and previous experience. (Satisfactory or Unsatisfactory grade.) Prerequisite: Students must complete 9 credits of CON courses prior to enrolling in this course.

Relationship to Academic Programs and Curriculum including SUNY Gen Ed designation if applicable:

This course is a requirement for A.A.S. Natural Resources Conservation and A.A.S. Natural Resources Conservation: Law Enforcement students. It may also be used as an elective for A.S. Environmental Studies students when appropriate.

II. Course Student Learning Outcomes: State the student learning outcome(s) for the course (e.g. Student will be able to identify…)

1. Students will create a professional resume and cover letter (written communication).
2. Students will conduct research using library manuals and websites to learn the fundamentals of job seeking in governmental and non-governmental agencies (informational resources, computer literacy).
3. Students will participate in a mock interview.
4. Students will participate in at least 45 hours of field experience with one or more conservation agencies as appropriate to their chosen career goals.
College Learning Outcomes Addressed by the Course: (check each College Learning Outcome addressed by the Student Learning Outcomes)

- writing
- computer literacy
- oral communications
- ethics/values
- reading
- citizenship
- mathematics
- global concerns
- critical thinking
- information resources

III. Assessment Measures (Summarize how the college and student learning outcomes will be assessed): For each identified outcome checked, please provide the specific assessment measure.

<table>
<thead>
<tr>
<th>List identified College Learning Outcomes(s)</th>
<th>Specific assessment measure(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Writing</td>
<td>Students will submit a resume and cover letter relevant to their career field. Documents will be edited until the proper format and wording is satisfactory.</td>
</tr>
<tr>
<td>Computer Literacy</td>
<td>Resumes will be computer generated. Students are encouraged to use a computer program (e.g. optimal resume) or resume wizard for formatting.</td>
</tr>
<tr>
<td>Information Resources</td>
<td>Students are required to research their “dream job” and submit the qualifications.</td>
</tr>
</tbody>
</table>

IV. Instructional Materials and Methods

Types of Course Materials:

Students are required to keep a journal documenting their field experiences, both in quality and quantity. Job searching will utilize internet sites. No textbook is required.

Methods of Instruction (e.g. Lecture, Lab, Seminar …):

The on-line portion of the course will be largely lecture based. The field portion of the course will be experiential in nature.

V. General Outline of Topics Covered:

On-line Section:
Resume and Cover Letter Writing
Interview Strategies
Career Identification (Federal, State, Local and NGOs)
Civil Service Exam Preparation
Securing Field Experiences
Field Experiences:
Varies with the individual placement
Journaling the Experiences

7/12