REHS 4302
Job Placement
Section 3
Fall Semester, 2017

Instructor: Roy Chen, Ph.D., CRC
Class Time: Mon/Wed 10:50 ~ 12:05 PM
Phone: (956) 665-3590
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Location: HSW 1.140
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Course Description

The goal of job placement in vocational rehabilitation services is to provide support for people with disabilities and to prepare for, obtain and retain gainful employment. This course focuses on the study of job placement theories, approaches and techniques. In addition, the student will be introduced to the vocational implications of disability. The skill sets necessary for successful job development will be reviewed and include job-seeking skills, labor market surveys, job analysis, résumé writing and transferable skills.

Course Objectives

1. To provide the student with an understanding of placement procedures and techniques.
2. To provide the student with a working knowledge of a variety of placement methods and techniques.
3. To enable the student to conduct job seeking skills training. This will include training in resume development, interviewing, contacting employers, and related skill areas.
4. To provide the student with experiences in conducting job analyses and labor market surveys.
5. To introduce the student to the community resources available for placement assistance.
6. To address the issues involved in job placement including job banks, accommodation, rehabilitation engineering, sheltered employment, tax incentives, job coaching and follow-up.
7. To provide the student with practical experience in job placement techniques.
8. To become familiar with the employment laws and the rights the laws give a job applicant.

Required Text


Suggested Text


Students with Disabilities

If you have a documented disability (physical, psychological, learning, or other disability which affects your academic performance) and would like to receive academic accommodations, please inform your instructor and contact Student Accessibility Services to schedule an appointment to initiate services. It is recommended that you schedule an appointment with Student Accessibility Services before classes start. However, accommodations can be provided at any time. Brownsville Campus: Student Accessibility Services is located in Cortez Hall Room 129 and can be contacted by phone at (956) 882-7374 (Voice) or via email at accessibility@utrgv.edu. Edinburg Campus: Student Accessibility Services is located in 108 University Center and can be contacted by phone at (956) 665-7005 (Voice), (956) 665-3840 (Fax), (956) 665-7092 (V-TDD) or via email at accessibility@utrgv.edu.

Scholastic Honesty

As members of a community dedicated to Honesty, Integrity and Respect, students are reminded that those who engage in scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and expulsion from the University. Scholastic dishonesty includes but is not limited to: cheating, plagiarism, and collusion; submission for credit of any work or materials that are attributable in whole or in part to another person; taking an examination for another person; any act designed to give unfair advantage to a student; or the attempt to commit such acts. Since scholastic dishonesty harms the individual, all students and the integrity of the University, policies on scholastic dishonesty will be strictly enforced (Board of Regents Rules and Regulations and UTRGV Academic Integrity Guidelines). All scholastic dishonesty incidents will be reported to the Dean of Students.

Sexual Harassment, Discrimination, and Violence

In accordance with UT System regulations, your instructor is a “responsible employee” for reporting purposes under Title IX regulations and so must report any instance, occurring during a student’s time in college, of sexual assault, stalking, dating violence, domestic violence, or sexual harassment about which she/he becomes aware during this course through writing, discussion, or personal disclosure. More information can be found at www.utrgv.edu/equity, including confidential resources available on campus. The faculty and staff of UTRGV actively strive to provide a learning, working, and living environment that promotes personal integrity, civility, and mutual respect in an environment free from sexual misconduct and discrimination.

Calendar of Activities

Include in this section a table or list that provides information for students regarding important dates, assignments or activities. The UTRGV academic calendar can be found at http://my.utrgv.edu at the bottom of the screen, prior to login. Important dates for Fall 2017 include:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 28</td>
<td>First day of classes</td>
</tr>
<tr>
<td>August 31</td>
<td>Last day to add a course or register for Fall 2017</td>
</tr>
<tr>
<td>September 4</td>
<td>Labor Day – NO classes</td>
</tr>
<tr>
<td>November 15</td>
<td>Last day to drop a course; will count toward the 6-drop rule</td>
</tr>
<tr>
<td>November 23-26</td>
<td>Thanksgiving Holiday – NO classes</td>
</tr>
<tr>
<td>December 6</td>
<td>Last day of classes</td>
</tr>
<tr>
<td>December 7</td>
<td>Study Day – NO class</td>
</tr>
<tr>
<td>December 8-14</td>
<td>Fall 2017 Final Exams</td>
</tr>
</tbody>
</table>
**Mandatory Course Evaluation Period**

Students are required to complete an ONLINE evaluation of this course, accessed through your UTRGV account ([http://my.utrgv.edu](http://my.utrgv.edu)); you will be contacted through email with further instructions. Students who complete their evaluations will have priority access to their grades.