

Course: **CO624 Vocational Counseling and Development**  
Credit: 3 credit hours  
Semester: Spring 2026, Session 2 (March 26<sup>th</sup>- March 27<sup>th</sup>)  
Time: Thursday 8am - 9pm, Friday 8am-9pm (Intensive)  
Instructor: Doug Geiger, DMIN, LPC, NCC

## I. DESCRIPTION

This course will discuss and examine the counseling process and methods in making decisions in vocational or career choices, career training and instruction, and developing the necessary skills that individuals need to obtain a particular vocation. Students will also examine various theories and challenges associated with the vocational counseling process.

## II. OBJECTIVES

### A. General competencies to be achieved. The student will:

1. Have a thorough understanding of vocational counseling/career development (PLO 1, 2).
2. Be able to distinguish the different perspectives regarding vocational development (PLO 1, 2).
3. Assess the skills of individuals and match these skills to a potential career and vocation (PLO 1, 2, 3).
4. Understand how mores and traditions factor into vocational/career development (PLO 1, 2, 3, 4)

### B. Specific competencies to be achieved. The student will:

1. Explain and define vocation and the importance of vocational counseling (PLO 1, 2).
2. Develop and organize a plan to assist counselees in finding a career and developing skills necessary for the career (PLO 3).
3. Illustrate cultural and ethnic sensitivity necessary for proper career development (PLO 1, 2, 3, 4).

### III. REQUIREMENTS

#### A. Reading Assignments

1. **Reading Journals:** (four (4) pages each) The student will write a **four (4) page Journal** following **each class** period that demonstrates a mastery of the reading assignment and class material and the student's personal reflection on what they read from the chapters in the book. The student will also need to demonstrate an ability to compare and contrast this information on their current world view. The journal format will be provided by the instructor on the first day of class. Each journal will be due according to the course schedule. There will be a **total of six (6) journals**. Each journal will be worth 25 points (GC 1, 2; SC 1, 2, 3, 4, 5, 6).
2. **Research Method Discussions:** Each reflection and discussion will come from the information in the book and how it is related to the lectures covered in class. The initial post will be a minimum of 400 words. Each student will post a reply video to at least two of their classmates and will be a minimum of 200 words. **There will be a total of six (6) reflections**. Each reflection will be worth 25 points (GC 1, 2, 3; SC 1, 2, 3, 4, 5, 6).

#### B. Written Assignments

1. **Vocation Evaluation Report** – Student will conduct a vocation/career assessment on a participant and write out a career assessment using the vocation/career test of their choosing. The student will then evaluate the information given in the career assessment, and integrate this information in light of the individual's personality, culture, and family system and develop a career plan for the participant based on their findings. This paper is to be 20-25 pages **maximum** (minus cover page and bibliography). The paper will be worth 300 points (GC 1, 2; SC 1, 2, 3, 4).
2. **Presentation of Research Report** – The student, in a 15-20 minute PowerPoint presentation, will present the findings of the career assessment. The research presentation will be worth 100 points (GC 1, 2; SC 1, 2, 3, 5).
1. **Final Exam:** The final exam will consist of true/false, and multiple choice. The student will be examined on the material from the lectures and the textbook. The final exam will be timed approximately for 1.5 hours. The final exam will consist of a **total of fifty (50) questions** and is worth 100 points.

**C. Class Participation & Behavior**

Students are expected to maintain classroom decorum that includes respect for other students and the professor, prompt and excellent attendance, and an attitude that seeks to take full advantage of the educational opportunity. Students are to refrain from using cell phones and handheld devices during class. Playing games, browsing the internet, using email, instant messaging, or text messaging, etc. are considered unacceptable when class is in session. In addition, the student will be expected to contribute to class discussions in a positive manner which shows respect for the views of others. Failure to maintain this standard may result in a **full letter grade deduction from their overall grade.**

**IV. METHODS**

**A. Teaching**

1. Lectures by the instructor
2. Large group discussion
3. Research and writing
4. Quizzes on the lectures

**B. Grading**

1. Weight given to course assignments

|  |         |     |
|--|---------|-----|
| 6 Journals (completed according to schedule) <i>25pts each</i> | 150 pts | 15% |
| 6 Selected Reading Reflections <i>25pts each</i>               | 150 pts | 15% |
| Vocation Method Report   | 300 pts | 30% |
| Presentation of Research Report                                | 100 pts | 10% |
| Final Exam   | 100 pts | 10% |
| Participation  | 200 pts | 20% |

2. Letter/Numerical Grade Scale

**Grading Scale**

Grade Value Grade Point Value  
 Per Semester Hour

|    |        |     |
|----|--------|-----|
| A  | 100-93 | 4.0 |
| A- | 92-90  | 3.7 |
| B+ | 89-87  | 3.3 |
| B  | 86-83  | 3.0 |
| B- | 82-80  | 2.7 |
| C+ | 79-77  | 2.3 |
| C  | 76-73  | 2.0 |
| C- | 72-70  | 1.7 |
| D+ | 69-67  | 1.3 |
| D  | 66-63  | 1.0 |

|    |       |     |
|----|-------|-----|
| D- | 62-60 | 0.7 |
| F  | 59-0  | 0.0 |

## V. MATERIALS

### A. Bible

The Bible is a required textbook in every course at Calvary University. To facilitate academic level study, students are required to use for assignments and research an English translation or version of the Bible based on formal equivalence (*meaning that the translation is generally word-for-word from the original languages*), including any of the following: New American Standard (NASB, English Standard Version (ESV), New King James (NKJV), or King James (KJV). Other translations and versions based on dynamic equivalence (*paraphrases, and thought-for-thought translations like NLT and NIV*) may be used as supplemental sources. Please ask the professor if you have questions about a particular translation or version.

### B. Required Textbooks

Zunker, Vernon. G. Career, Work, and Mental Health: Integrating Career and Personal Counseling. (2008). ISBN-13: 978-1412964241  
ISBN-10: 1412964245. \$69.44 Also available on Kindle.

Brown, Steven. & Lent, Robert. Career Development and Counseling: Putting Theory and Research to Work 2<sup>nd</sup> Ed. (2013). ISBN-13: 978-1118063354  
ISBN-10: 9781118063354. \$49.00. Also available on Kindle.

**Note: It is your responsibility as a student at Calvary University to have your textbooks *before* class begins so that you are able to complete all of the readings assigned. Please make sure that you have all of your assigned textbooks prior to the start of class. Failure to have your assigned textbooks at the start of the class will result in**

C. Selected Readings, which will be posted in Canvas by the instructor.

## VII. CLASS POLICIES

### **Attendance**

**Campus Students:** The online student is to watch the recording and answer the questions provided by his/her professor (as this counts for class participation). They are to be completed and uploaded on Canvas before the next class session. If a student fails to complete this assignment within the due date he/she will not receive the points allotted for this course. There are eight (8) class sessions, which correspond to the eight week cycle. **Each class participation session is worth 25 points**

**Academic Dishonesty and Plagiarism:** Any work that you turn in over the semester must be your own. All material that is taken from another source must be referenced. Individuals who do not comply with this will at a minimum receive a zero on the assignment and could be penalized as much as failing the class or being removed from the graduate program. Plagiarism is defined as copying any part of a book or paper or content produced by artificial intelligence without identifying the author source. This also includes taking another person's or entity's ideas or constructs and presenting them as your own. Plagiarism of any kind will not be tolerated.

### **Writing Style**

All class papers *must* follow the APA style according to the revised 7<sup>th</sup> edition. For questions please consult the *Publication Manual of the American Psychological Association*, (7th ed.) or <http://owl.purdue.edu>.

### **Late Work**

Papers, projects, etc. are due at the class period assigned. Unless under extreme circumstances, which will be determined at the discretion of the instructor, **no late work will be accepted.**

### **Disabilities Statement**

Students with disabilities have the responsibility of informing the Accommodations Support Coordinator ([aso@calvary.edu](mailto:aso@calvary.edu)) of any disabling condition that may require support.

### **Learning Center**

The Clark Academic Center ([learning@calvary.edu](mailto:learning@calvary.edu)), located in the library building, is dedicated to providing free academic assistance for all students. Student tutors aid with all facets of the writing process, tutor in various subject areas, prepare students for exams and facilitate tests. Please take advantage of this service.