

University of Nicosia, Cyprus

Course Code HRM-235	Course Title Career Management	Credits (ECTS) 6
Department Management and MIS	Semester Fall, Spring	Prerequisites Senior
Type of Course Elective	Field Management	Language of Instruction English
Level of Course 1 st Cycle	Year of Study 2/3	Lecturer
Mode of Delivery Face-to-face	Work Placement N/A	Co-requisites N/A

Objectives of the Course:

The main objectives of the course are to facilitate:

- **collection and analysis** of data for the purpose of resolving issues directly related to career planning;
- **development** of intrapersonal and interpersonal skills;
- **confidence when interacting** with others in a number of organizational settings;
- **communication**, both orally and in writing;
- **problem – solving**;
- **effective use** resources in order to ‘learn how to learn.’

Learning Outcomes:

After completion of the course students should be able to:

1. **articulate** the challenges of developing a career;
2. **prepare** a self-assessment in order to **develop** a career plan;
3. **integrate** the self-assessment and **analyze** its implications;
4. **conduct** a job search;
5. **develop** career development strategies;
6. **integrate** work and personal life;
7. **evaluate** workplace flexibility arrangements;

Course Content:

- understanding the new career and the changing landscape of careers;
- the self-assessment process and what it means;
- finding the ideal job/career;
- career development strategies;
- integrating work and personal responsibilities;
- investigating flexible work arrangements;
- the career development lifespan.

Learning and Teaching Methods:

Lectures, Case Studies Analysis and Discussion, Academic/Industry Journals Paper Discussions, In-Class Exercises, and Presentations.

Assessment Methods:

Class activities, Role-Play, Homework, Project, Mid-Term, and Final Exam.

Required Textbook/Reading:

Authors	Title	Publisher	Year	ISBN
Harrington, B. and Hall, D. T.	Career Management and Work-Life Integration: Using Self-Assessment to Navigate Contemporary Careers	Sage	2007	1412937450

Recommended Textbooks/Reading:

Authors	Title	Publisher	Year	ISBN
Sukiennik, D., Bendat, W. & Raufman, L.	The Career Fitness Program: Exercising your Options, 8 th ed.	Prentice-Hall	2006	0131702947
Dickmann, M. & Baruch, Y.	Global Careers	Routledge	2009	9780415446280