

Date: 5/11/2020

Add-on Course

Fundamentals of Career and College Counseling

Objectives of the Career and College Counseling Course.

- 1) The participant understands the importance of Career and College Counseling
 - 2) The participant elaborates on the need for Career and College Counseling in schools
 - 3) The participant throws light on the process and nuances of Career and College Counseling
 - 4) The participant illustrates the roles and responsibilities of a Career and College Counselor
 - 5) The participant is acquainted to the global migration trends and counseling practices.
 - 6) The participant engages in reflecting on Case Studies & Group Discussions
 - 7) The participant gains insights on setting up a Career and Counseling Laboratory
 - 8) To enlighten the student in its role/function in a school environment.
- Of the need and importance of working with the key stakeholders in school & parents in the process of career and college counseling.

Outcomes:

- To confer and enhance managerial capability in participants
- Help participants understand the responsibilities and relationships of a counselor with various stakeholders
- Address the need for self-development in participants by helping them remain updated on changes in the education and employment landscape globally
- Remind participants that academic integrity and ethics are major cornerstones in their professional accountability towards each child and parent that seeks guidance from them
- The unique offering of this program is familiarization and working with the novel concept of the Counseling Laboratory, where the participants are guided to set up and operate a full-fledged Counseling Laboratory at their respective schools and be able to drive opportunities for change with great passion and determination, receiving full support from their leadership.

The course work:

- Deals with an understanding of globalization, the changing landscapes of careers, and global higher education.
- Takes the participants through diverse study area options offered and recognized globally and related career opportunities.
- Familiarizes participants with some learning pedagogy techniques available to mentor young students, with a special focus on research and inquiry-based learning as a hands-on learning approach that enables the participant to make data-driven and fact-based decisions.

1. Program details:

- a. **Program title:** Fundamentals of Career and College Counseling (Level: Introductory)
 - b. **Certification:** Joint certification awarded by STIE and IC3 Institute
 - c. **Type of Certificate:** Digital, E-Certificate
 - d. **Learning Mode:** Web based training (WBT) primarily (in-person if lockdown is lifted)
 - e. **Duration:** 30 hours
 - f. **Timeline:** September 2020 – December 2020
 - g. **Schedule:** 2 hours session per week (Wednesday of every week; 5-7pm with the exception of 3-4 sessions that could be either on a Tuesday or a Thursday depending on availability of some select volunteer faculty members)
 - h. **Assignments and Assessments:** Mandatory fulfilment in order to obtain certification
 - i. **Resource Persons:** Volunteer faculty identified by the IC3 Institute from India & International forums/institutes
 - j. **Coursework and syllabus preparation (Annexure A):** Developed by IC3 Institute
2. STIE will nominate up-to 50 students (Semester 3, Bachelor's Degree in Education) for the Program.
3. IC3 Institute will offer the Program free of cost to all participants.
4. Both institutions will work in tandem with each other towards the fulfilment of the goals set.
5. The faculty of STIE will aid in ensuring that students adhere to the code of conduct prescribed for mutual benefit.
6. Intellectual property: All courseware (including video recordings of the WBT and any other forms of learning materials) provided by the IC3 Institute is the copyright of the IC3 Institute. Confidentiality of the same shall be maintained and STIE shall ensure it is not replicated, modified or shared for use within STIE or outside other than the scope of this Program.

Annexure A

Coursework to include the following topics:

Topic	Hours
Career and College Counseling in schools – Context and Need	2
Higher education systems in India and across major study destinations including U.S, U.K, Australia, Singapore, New Zealand, Canada	2
Global student mobility trends and educational trends of Indian students going abroad	2
Changing landscapes of careers - history and future, Impact of globalization on careers - From Education to Employability	2
Roles and responsibilities of a counseling office with respect to school leadership, student guidance, families, and global ecosystem and community	2
Skills and competencies for career counseling and school counselor's role as a leader, advocate, and systems change agent	2
The Counseling Laboratory – The IC3 Institute's fundamental pedagogy pioneered by Mr. Ganesh Kohli, Founder IC3 Movement	2
Setting up a school counselling office – Planning, Design & Development, Drivers & Barriers, Evaluation	2
Developing a career counseling curriculum – Grade VI onwards	2
Working with parents and students	2
Careers in STEAM	2
Careers in Commerce	2
Careers in Arts and Humanities	2
Project Work and presentations	4
TOTAL	30 hours

We intend to conduct this course for our student-teachers at St. Teresa's Institute of Education and thus seek your approval as the CDC members.

Members present for the meeting:-

Sr. No	Name of the Members	Designation	Signature
1	Sr. Wilma Mendes	Chairperson of the Management	<i>Sr. Wilma</i>
2	Sr. Clare D'souza	Secretary of the Management	<i>Sr. Clare</i>
3	Fr. Frazer Mascarenhas	Local Member : Education Field	<i>Fr. Frazer Mascarenhas</i>
4	Mr. Francis Athaide	Local Member : Industry Field	<i>Mr. Francis Athaide</i>
5	Dr. Indu Garg	Local Member : Research Field	<i>Dr. Indu Garg</i>
6	Sr. Delicia Fernandes	Local Member : Alumnus	<i>Sr. Fernandes</i>
7	Dr. Sr. Tanuja Waghmare	Principal of the College	<i>Dr. Tanuja</i>
8	Dr. Giselle D'souza	Head of the Dept. nominated by Head of the Institution	<i>Giselle</i>
9	Dr. Sheela Philip	IQAC Cordinator	<i>Sheela Philip</i>
10	Dr. Joan Lopes	Teachers Elected	<i>Joan</i>
11	Dr. Cindrella D'Mello		<i>Cindrella</i>
12	Dr. Cerena D'Cunha		<i>Cerena</i>
13	Ms. Annabelle Dcruz	Secretary of the Student Council (G.S)	<i>Annabelle</i>
14	Mrs Colleen M. Fernandes	Non-teaching staff Elected	<i>Fernandes</i>