



COUN5340 Lifestyle Development & Career Counseling

New Orleans Baptist Theological Seminary
 Division of Counseling
 Summer 2023 Online Course

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Mission Statement

New Orleans Baptist Theological Seminary and Leavell College prepare servants to walk with Christ, proclaim His truth, and fulfill His mission.

Mission Statement of the Counseling Program

The mission of the NOBTS Counseling Program is to provide training and supervised experience in evidence-based counseling methods to help people deal with life issues in a biblically sound way and prepare students for licensure in counseling and counseling-related professions. We seek to produce graduates who have the values, knowledge, skills, and personal disposition to promote the mental health and holistic wellness of clients across diverse populations.

Syllabus Distribution

This syllabus is distributed at the beginning of the semester and can be found electronically in the Canvas course or linked to the [Graduate Course Schedule](#).

Course Description

Students will examine developmental theories, personality career theories, and decision-making theories to develop a framework for lifestyle development and career counseling. Lifestyle and vocational assessment, choice, search tactics, family influences, and God's will and spiritual direction are examined. Students will learn to administer and interpret career assessment inventories. At the discretion of the professor, a small additional fee may be assessed to cover testing materials.

Program Objectives: #2. Upon successful completion of one of the Master's Programs in Counseling, graduates should be able to synthesize theoretical and empirical knowledge in the field of counseling, #4. Upon successful completion of one of the Master's Programs in Counseling, graduates should be able to integrate historical Christian beliefs, faith, and spirituality with the best practices of mental health science, in an ethical manner.

Course Objectives and Student Learning Outcome

Key Performance Indicator	Learning Experiences	Assessments
2.F.4.a Theories and models of career development, counseling, and decision making	Instruction Canvas supplemental reading materials, presentations, videos. Canvas Discussion Board Reading	Course Assignments Midterm and Final Exams Weekly quizzes. Signature Assignments Core Knowledge pre and post

	Zunker, Career Counseling, Ch. 2-3	assessments Self-Efficacy pre and post test
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Course Objectives	Learning Experiences	Assessments
Students will understand and evaluate the Biblical foundation for work. 2.F.2.a; 2.F.2.d; 2.F.2.g; 2.F.4.j.	<i>Instruction</i> Unit 1, 2, 3 supplemental materials (essays, video segments) <i>Readings</i> Book review texts	<i>Course Assignments</i> Book Review 1 Canvas discussion forum in Units
Students will understand and evaluate the assumptions and elements of major theories in career choice and development considering Biblical principles. 2.F.1.a.; 2.F.1.b.; 2.F.2.b.; 2.F.4.a;	<i>Instruction</i> Unit 2 lecture, supplemental videos, supplemental materials <i>Readings</i> Niles, Ch 1-3	<i>Course Assignments</i> Quizzes
Students will demonstrate the ability to administer and interpret selected vocational interest instruments appropriate to client goals and the current labor market. 2.F.1.h.; 2.F.4.c.; 2.F.4.e.; 2.F.4.i.;	<i>Instruction</i> Unit 4 lecture, supplemental materials, <i>Readings</i> Niles, Ch 5 Supplemental Readings in Canvas shell	<i>Course Assignments</i> Personal Evaluation & assessment I
Students will value key issues in calling and affirmation of vocation in multiple contexts. 2.F.1.h.; 2.F.1.k.; 2.F.2.f; 2.F.2.g; 2.F.3.h; 2.F.4.b; 2.F.4.d.; 2.F.4.g.; 2.F.4.j.	<i>Instruction</i> Class lecture, video and discussion, guest speakers <i>Readings</i> Book Review Texts (Kapic and optional texts)	<i>Course Assignments</i> Personal evaluation & assessment
Students will apply concepts of vocational guidance to ministry in a local church and/or other counseling settings. 2.F.2.g; 2.F.4.f.; 2.F.4.h.;	<i>Instruction</i> Unit 1: <i>Readings</i> Niles Ch 4. 8. 9, 14 Supplemental videos and readings in Canvas units	<i>Course Assignments</i>
Students will demonstrate the skills needed to effectively conduct a job-search. 2.F.1.j.; 2.F.3.h; 2.F.4.f.	<i>Class discussion, Canvas materials</i> Niles Ch 5-9 <i>Readings</i> Supplemental reading in Unit folder on Canvas	<i>Course Assignments</i> Personal Evaluation & Assessment Resume/Cover Letter

Signature Assignments

Assignment	Description	Percentage/Points	Due Date
Core Knowledge and Self-Efficacy pre assessments		N/A	End if Unit 1 online
Core Knowledge and Self-Efficacy post assessments		N/A	End of Unit 8 online

Course Requirements and Evaluation of Grades

All assignments must be completed to receive a passing grade in the course.

All assignments must be submitted to Canvas by Saturday at 11:59 PM (Central Time) of the week they are due.

Assignment/Requirements & Description	Percentage	Due Date
<p>Canvas Discussion Boards (4) Students will participate in four discussions on Canvas. Each student will be responsible for one primary post in response to the instructor prompt and one reply post commenting on a primary post from another student.</p> <p>Primary posts must demonstrate an understanding of the reading, presentation, or assigned activity, with a normal expectation of 400-450 words in length. Reply posts should be 200-250 words in length. Students must reference two scholarly journal articles per discussion and include APA 7 citations for each.</p> <p>To facilitate better discussion, students must post their primary post no later than Wednesday, end of day. Discussion boards will be closed on Saturday at 11:59 PM (Central Time) each week. Discussion boards will not be reopened once they are closed.</p>	15%	See class schedule
<p>Quizzes (8) Students will take weekly quizzes on assigned chapter(s). Quizzes will be multiple choice and administered on Canvas. Studying for these quizzes and reviewing afterward will be helpful in preparing for the lifestyle and career counseling midterm and final exams as well as the CPCE and NCE exams.</p>	15%	weekly
<p>Book Review 1 (Kaeming, Keller, Charles, or Witherington) Students will write a book review of not less than five pages, excluding cover sheet, of either the book <i>Work: A Kingdom Perspective on Labor</i> by Ben Witherington, OR <i>Work and Worship: Reconnecting Our Labor and Liturgy</i> by Matthew Kaemingk, OR <i>Every Good Endeavor: Connection Your Work to God's Work</i> by Timothy Keller, OR <i>Our Secular Vocation</i> by Daryl Charles. The review will be double spaced and written according to APA 7 style (professional cover page, no abstract). The book review should include a brief summary of content, an evaluation of the strengths and limitations of the work, and its applicability to Christian ministry and counseling. Submit the review on Canvas via the assignment link.</p>	15%	End of Unit 3
<p>Book Review 2 (Kapic) Students will write a book review of not less than five pages, excluding cover sheet, of the book <i>You're Only Human: How Your Limits Reflect God's Design and Why That's Good News</i>. The review will be double spaced and written according to APA 7 style (professional cover page, no abstract). The book review should include a brief summary of content, an evaluation of the strengths and limitations of the work, and its applicability to Christian ministry and counseling. Submit the review on Canvas via the assignment link.</p>	15%	End of Unit 5
<p>Personal Evaluation and Assessment Each student will conduct a personal evaluation, including the results of various vocational and other instruments assigned in class, and will produce a formal report of the evaluation. The evaluation and report will include analysis of personal strengths and weaknesses, potential work settings, a personal development plan, The report will be approximately 8-10 pages in length. A detailed assignment description will be available in class and on Canvas.</p> <p>Resume and Cover Letter: Students will complete a personal resume and sample cover letter for evaluation and critique.</p>	20%	End of Unit 6 End of Unit 7

Required Textbooks

Kapic, K. M. (2022). *You're Only Human: How Your Limits Reflect God's Design and Why That's Good News*. Brazos Press.

Niles, S. G., & Harris-Bowlsbey, J. (2021). *Career Development Interventions* (6th ed). Pearson. ISBN: 9780135842638*

*Any format of this book--physical, electronic, etc.--is acceptable, and rental options are available. Sixth edition required. Check the Pearson website and other online booksellers for options before purchasing.

Required--CHOOSE ONE of the following for the book review (student's choice—you are only required to obtain and read one of these books):

Charles, J. D. (2023). *Our Secular Vocation: Rethinking the Church's Calling to the Marketplace*. B&H Academic. ISBN: 9781087765761

Kaemingk, M. & Willson, C. (2020). *Work and worship: Reconnecting our labor and liturgy*. Baker Academic. ISBN: 9781540961983

Keller, T. & Alsdorf, K.L. (2012). *Every good endeavor: Connecting your work to God's work*. New York, NY: Dutton. ISBN: 9780525952701

Witherington, III, Ben. (2011). *Work: A kingdom perspective on labor*. Grand Rapids, MI: Eerdmans. ISBN: 9780802865410

Recommended Reading (not required)

National Career Development Association. (2015). *Ethical standards*. Tulsa, OK: author. https://www.ncda.org/aws/NCDA/asset_manager/get_file/3395

Rosenthal, H. (2017). *Encyclopedia of counseling* (4th ed.).

Wood, C. & Hayes, D. (2013). *A counselor's guide to career assessment instruments* (6th edition). Broken Arrow, OK: NCDA.

Helpful Resources

National Career Development Association website
Resources, Ethics, Standards, Advocacy information, etc.
<https://www.ncda.org>

O*NET Online
<https://www.onetonline.org>

Self-Directed Search online
Online low-cost inventory based on Holland's types.
<http://www.self-directed-search.com>

Course Teaching Methodology

Reading, group discussion, and video presentations will be employed in this course of study. Students will do personal evaluations of their lifestyle issues and career paths, including research into resources in these areas. Students will be evaluated for knowledge of career development and counseling and related lifestyle issues through quizzes. Students will evaluate themselves and will produce a personal resume and cover letter.

Evaluation of Grade

This course is graded according to seminary policy:

A--93-100

B--85-92*

C--77-84

D--70-76

F--Below 70

Course Policies, Academic Conduct, and Professional Conduct

Academic Honesty Policy

All graduate and undergraduate NOBTS students, whether on-campus, internet, or extension center students, are expected to adhere to the highest Christian standard of honesty and integrity when completing academic assignments for all courses in every delivery system format. The Bible provides our standard for academic integrity and honesty. This standard applies whether a student is taking tests, quizzes, exams, writing papers, completing Discussion Boards, or any other course requirement.

Academic Policies

Academic policies relate to absences, grading scale, final examination schedules, and other topics can be found in the current online catalog: *New Orleans Baptist Theological Seminary Academic Catalog*.

Attendance Policy

Students are expected to engage regularly with course content through the learning management system and other course delivery methods. Students who fail to participate consistently in course activities may receive a grade of "F" for the course.

Disabilities and Accommodations

New Orleans Baptist Theological Seminary does not discriminate against applicants/ students on the basis of personal disabilities. The Seminary, in voluntary compliance with the American Disabilities Act, will provide reasonable institutional accommodations, modifications, and adjustments to enable and empower students with disabilities to participate in Seminary programs and activities to the fullest extent possible. However, NOBTS cannot support accommodations that place undue hardship on the Seminary or its resources or which alter the essential requirements of curriculum and academic progress. While the seminary does not provide direct assistance to students in the form of equipment or personnel, accommodations may be made by individual professors at their discretion. These accommodations usually take the form of early access to lecture materials in electronic format and additional time to complete tests and assignments. The most efficient way to pursue such accommodations is to provide the Director of Testing and Counseling (Dr. Jeff Nave, jnave@nobts.edu, 504-282-4455 ext. 8004) with documentation of the condition for which you seek accommodation, an explanation of helpful accommodations received in the past, and a description of the specific accommodations you desire. The Director of Testing and Counseling will document your request and communicate on your behalf with the professors who teach the course(s) for which you are registered. The seminary reserves the right to consider each request for "special" accommodations on a case by case basis pursuant to the criteria enumerated above.

Diversity

The Counseling Program at NOBTS affirms the Christian doctrinal position that God created man in His own image, and that Christ died for man; therefore, every person of every race possesses full dignity and is worthy of respect and Christian love. We believe the counseling profession affords our students and graduates the opportunity to be "salt and light" (Matthew 5:13-16) whatever their places of service, and that a robust appreciation for and sensitivity to human diversity is key to that end. Further, a learning environment diverse in its people, curricula, scholarship, research, and creative activities expands opportunities for intellectual inquiry and engagement, helps students develop critical thinking skills, and prepares students for social and civic responsibilities. Students and faculty benefit from diversity. The quality of learning, research, scholarship, and creative activities are enhanced by a climate of inclusion, understanding, and appreciation of the full range of human experience. We are committed to nurturing and training a diverse student body in an atmosphere of mutual respect and appreciation of differences. As a result, the counseling program is committed to diversity and equal opportunity and recognizes that it must represent the diversity inherent in American society, reflected in our local community, and aligned with the core values of the NOBTS community.

Emergencies:

In cases of emergency, such as hurricanes, disease outbreaks, or other disasters, go to the seminary website (www.nobts.edu) for information. The seminary administration will post information, such as the nature of the emergency, instructions for response, and evacuation and return dates. Please check Canvas for information specific to this course. Because Canvas is available, the course will continue even if the main campus is closed. Please consider registering for the seminary's priority text messaging service through [SelfServe](#). This service is used only in emergencies and will allow the seminary to deliver urgent information to you as needed.

Extra Credit

There is no extra credit available in this class.

Late Assignments Policy for Counseling Division Courses

All work is due by 11:59 PM (Central Time Zone) on the due date listed in the syllabus. For this policy, "days" are calendar days from 12:00 AM to 11:59 PM. Work turned in one to seven days late will receive a 10% deduction; work turned in eight to fourteen days late will receive a 20% deduction; work will not be accepted after 14 days. No coursework will be accepted after the last final exam day of the semester as listed in the graduate catalog. In cases of extreme extenuating circumstances, students may appeal to the counseling department faculty for an exception to this policy by completing a form available from the Counseling Division Administrative Assistant.

Netiquette

Netiquette refers to appropriate online behavior in Canvas or other online discussions. Each student is expected to demonstrate appropriate Christian behavior when working online on Discussion Boards or whenever interaction occurs through web, digital, or other electronic medium. The student is expected to interact with other students in a fashion that will promote learning and respect for the opinions of others in the course. A spirit of Christian charity is expected at all times in the online environment.

Plagiarism on Written Assignments

NOBTS has a no tolerance policy for plagiarism. Plagiarism in certain cases may result in expulsion from the seminary. See the NOBTS Student Handbook for definition, penalties, and policies associated with plagiarism.

Policy for Graduating Students

Graduating Seniors are responsible for alerting the professor of your intention to graduate. All of your assignments must be completed by noon (12:00 PM) on the Wednesday prior to commencement exercises.

Professional Conduct

Students are expected to adhere to the appropriate code of ethics for their program. Any behavior deemed unethical will be grounds for dismissal from the program.

Professor's Availability and Assignment Feedback

The student may contact the professor at any time using the email address provided in the course syllabus. The professor will make every effort to return answers to emailed questions within a 48-hour period. Assignments requiring grading will be returned to the student within a reasonable period of time. Student feedback on graded assignments will be provided through the grading rubric located in the student's Canvas Grade Book. The student will find comments in the grading rubric, as well as on graded paper assignments.

Reading Assignments

Students are responsible for completing all reading assignments.

Technical Assistance

For assistance regarding technology, consult ITC (504-816-8180) or the following websites:

1. Selfserve@nobts.edu - Email for technical questions/support requests with the Selfserve.nobts.edu site (Access to online registration, financial account, online transcript, etc.)
2. CanvasHelpDesk@nobts.edu - Email for technical questions/support requests with the NOBTS Canvas Learning Management System NOBTS.Canvas.com.
3. ITCSupport@nobts.edu - Email for general technical questions/support requests.
4. www.NOBTS.edu/itc/ - General NOBTS technical help information is provided on this website.

Technical Resources and Competencies

Students in the NOBTS Counseling Program are expected to have access to a home computer or laptop, Internet access, and basic Microsoft Office software (Word, PowerPoint, and Excel). Desktop computers are available for use by residential students in the Information Technology Center (ITC), 2nd floor, Hardin Student Center, New Orleans Campus, and a public WiFi network is available in all front-block buildings of the NOBTS New Orleans campus. The online version of Microsoft Office is [available free](#) to enrolled NOBTS students through the seminary ITC. In addition, students should develop competencies in the following areas. These competencies are based on the Association for Counselor Education and Supervision (ACES) Technical Competencies.

1. Be able to use productivity software to develop group presentations, letters, and reports.
2. Be able to use such audiovisual equipment as video recorders, audio recorders, projection equipment, video conferencing equipment, and playback units.
3. Be able to use email.
4. Be able to help clients search for various types of counseling-related information via the internet, including information about careers, employment opportunities, educational & training opportunities, financial assistance/scholarships, treatment procedures, and social and personal information.
6. Be able to access and use counseling related online databases.
7. Be knowledgeable of the legal and ethical codes which relate to counseling services via the Internet.
8. Be knowledgeable of the strengths and weaknesses of counseling services provided via the Internet.
9. Be able to use the Internet for finding and using continuing education opportunities in counseling.
10. Be able to evaluate the quality of Internet information.

These competencies meet or exceed the recommendations of both the American Counseling Association and the Council of Standards in Human Services Education.

Writing Center

The NOBTS writing center is located in the Luter Student Center. Visit the official NOBTS Writing Center online help site for writing academic papers and essays. You will discover writing guides, tips, and valuable information to help you become a better writer. Go here for Turabian and APA style helps and guidelines. You will also find language fonts for Greek and Hebrew. More information about how to set up an appointment for writing assistance is available on the writing center page.

Writing Style

All papers in counseling courses are to be written in American Psychological Association (APA) style. Follow the APA-7 guidelines for professional papers. Please see the latest edition of the [Publication Manual of the American Psychological Association](#).

Course Reading and Assignments Schedule
Summer 2023

Niles = Niles, *Career Development Interventions, 6th edition*

Kapic = Kapic, *You're Only Human*

Unit	Dates	Topics	Reading & Activities	Assignments and Quizzes
1	May 29-June 3	Introduction to Career Development Interventions Work and Worth History and Future Directions	Niles Ch. 1	KPI 4.1 (1) Career Counseling Self-Efficacy Scale PRE KPI 4.2 (1) Career Development Core Knowledge Quiz PRE Quiz Ch. 1
2	June 4- 10	Career Development Theories Super, Roe, Gottfredson, Holland, & Krumboltz	Niles Ch. 2	Quiz Ch. 2
3	June 11- 17	Recent Theories of Career Development Social-Cognitive, Cognitive Information Processing Theory, Career Construction Theory, Integrative Life Planning, Post Modern Approaches	Niles Ch. 3	Quiz Ch. 3 Book Review 1
4	June 18- 24	Providing Culturally Competent Career Development Interventions	Niles Ch. 4	Quiz Ch. 4
5	June 25- July 1	Assessment in Career Planning	Niles Ch. 5	Quiz Ch. 5 Book Review 2

6	July 2-8	Career Information and Resources, Information and Communication Technologies, Contemporary Strategies and Techniques Designing, Implementing, and Evaluating Career Development Services	Niles Ch. 6-9	Personal Evaluation and Assessment
7	July 9-15	Career Development for Specific Age Groups Career Development in Community Settings	Niles Ch. 10-14	Quiz Ch. 13 Quiz Ch. 14 Resume, & Cover Letter
8	July 16-22	Ethical Issues in Career Development Interventions	Niles Ch. 15	Quiz Ch. 15 KPI 4.1 (2) Career Counseling Self-Efficacy Scale POST KPI 4.2 (2) Career Development Core Knowledge Quiz POST

Selected Bibliography

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