EATM M36: EFFECTIVE INTERVIEWS FOR ANIMAL PROFESSIONALS

Originator
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Co-Contributor(s)

Name(s)
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College
Moorpark College

Discipline (CB01A)
EATM - Exotic Animal Training Mgmt

Course Number (CB01B)
M36

Course Title (CB02)
Effective Interviews for Animal Professionals

Banner/Short Title
Eff Interviews Animal Prof

Credit Type
Credit

Start Term
Fall 2022

Catalog Course Description
Provides job interviewing information and practice for animal-related careers. Includes current interviewing styles, sample questions, legal parameters, and appropriate dress, demeanor, and responses.

Taxonomy of Programs (TOP) Code (CB03)
0102.00 - *Animal Science

Course Credit Status (CB04)
D (Credit - Degree Applicable)

Course Transfer Status (CB05) (select one only)
C (Not transferable)

Course Basic Skills Status (CB08)
N - The Course is Not a Basic Skills Course

SAM Priority Code (CB09)
C - Clearly Occupational

Course Cooperative Work Experience Education Status (CB10)
N - Is Not Part of a Cooperative Work Experience Education Program

Course Classification Status (CB11)
Y - Credit Course

Educational Assistance Class Instruction (Approved Special Class) (CB13)
N - The Course is Not an Approved Special Class

Course Prior to Transfer Level (CB21)
Y - Not Applicable

Course Noncredit Category (CB22)
Y - Credit Course

Funding Agency Category (CB23)
Y - Not Applicable (Funding Not Used)

Course Program Status (CB24)
1 - Program Applicable

General Education Status (CB25)
Y - Not Applicable

Support Course Status (CB26)
N - Course is not a support course

Field trips
Will not be required

Grading method
(L) Letter Graded

Does this course require an instructional materials fee?
No

Repeatable for Credit
No

Is this course part of a family?
No

Units and Hours

Carnegie Unit Override
No

In-Class

Lecture
Minimum Contact/In-Class Lecture Hours
8.75
Maximum Contact/In-Class Lecture Hours
8.75

Activity

Laboratory

Total in-Class

Total in-Class
Total Minimum Contact/In-Class Hours
8.75
Total Maximum Contact/In-Class Hours
8.75

Outside-of-Class

Internship/Cooperative Work Experience

Paid

Unpaid

Total Outside-of-Class

Total Outside-of-Class
Minimum Outside-of-Class Hours
17.5
Maximum Outside-of-Class Hours
17.5

Total Student Learning

Total Student Learning
Total Minimum Student Learning Hours
26.25
Total Maximum Student Learning Hours
26.25

Minimum Units (CB07)
.5
Maximum Units (CB06)
.5

Prerequisites
EATM M02D

Entrance Skills
Entrance Skills
EATM M02D

Prerequisite Course Objectives
EATM M02D-demonstrate intermediate animal care, feeding and cleaning.

Requisite Justification
Requisite Type
Prerequisite

Requisite
EATM M02D

Requisite Description
Credit program requisite (credit only)

Level of Scrutiny/Justification
Content review

Student Learning Outcomes (CSLOs)

	Upon satisfactory completion of the course, students will be able to:
1	produce a interview plan with an evaluation.
2	perform in a mock interview.

Course Objectives

	Upon satisfactory completion of the course, students will be able to:
1	list typical and common job interview questions for position in the animal-care industry.
2	outline and develop a plan for the interview, including anticipated questions.
3	demonstrate confidence and skill in the mock interview.

Course Content

Lecture/Course Content

15.00% - Current interviewing trends and their correlated jobs in the animal-care industry

20.00% - Appropriate interview attire, responses, and demeanor for an animal care position

10.00% - Confidence-building, including summarizing skills and abilities, and practicing a successful attitude.

20.00% - Types of interviews including group, Skype, and phone

20.00% - Typical interview questions in the animal-care industry, including what can and cannot be asked in an interview

15.00% - How to follow up after an interview, including thank you letters and appropriate phone calls

Laboratory or Activity Content

n/a

Methods of Evaluation

Which of these methods will students use to demonstrate proficiency in the subject matter of this course? (Check all that apply):

Written expression

Methods of Evaluation may include, but are not limited to, the following typical classroom assessment techniques/required assignments (check as many as are deemed appropriate):

Individual projects
Objective exams
Oral presentations
Research papers
Classroom Discussion

Instructional Methodology

Specify the methods of instruction that may be employed in this course

Audio-visual presentations
Case studies
Distance Education
Guest speakers
Lecture
Small group activities
Other (specify)

Specify other method of instruction

Mock interviews

Describe specific examples of the methods the instructor will use:

critique of responses in mock interview.

guest speakers as a mock interview panel.

Representative Course Assignments

Writing Assignments

practice writing interview questions that might be asked relative to a position in the animal-care industry.

compose a thank you letter.

Critical Thinking Assignments

completion of a worksheet on analyzing skills sought by an animal facility and then analyze the individual's skills and how they match the facility's needs.

evaluation of others' mock interviews.

Reading Assignments

journal article from AAZK on Interviewing for animal professionals.

assigned textbook chapters.

Outside Assignments

Representative Outside Assignments

prepare for mock interview.

research job announcements which specialize in animal care positions, both in print sources and online job boards.

Articulation

Equivalent Courses at other CCCs

College	Course ID	Course Title	Units
no comparable course available			

District General Education

A. Natural Sciences

B. Social and Behavioral Sciences

C. Humanities

D. Language and Rationality

E. Health and Physical Education/Kinesiology

F. Ethnic Studies/Gender Studies

CSU GE-Breadth

Area A: English Language Communication and Critical Thinking

Area B: Scientific Inquiry and Quantitative Reasoning

Area C: Arts and Humanities

Area D: Social Sciences

Area E: Lifelong Learning and Self-Development

Area F: Ethnic Studies

CSU Graduation Requirement in U.S. History, Constitution and American Ideals:

IGETC

Area 1: English Communication

Area 2A: Mathematical Concepts & Quantitative Reasoning

Area 3: Arts and Humanities

Area 4: Social and Behavioral Sciences

Area 5: Physical and Biological Sciences

Area 6: Languages Other than English (LOTE)

Textbooks and Lab Manuals

Resource Type
Textbook

Classic Textbook
Yes

Description
Samansky, Terry S. *Starting Your Career as a Marine Mammal Trainer*. DolphinTrainer.com, 2012.

Resource Type
Textbook

Description
Beaubrun, Raleigh. *Tips For Interview: Interview Preparation Tips And How To Overcome Fear On The Interview Day.* Independently published, 2021.

Resource Type
Textbook

Classic Textbook
Yes

Description
Fry, Ron. *101 Great Answers to the Toughest Interview Questions.* 25th anniversary ed., Weiser, 2016.

Library Resources

Assignments requiring library resources
Use of the Library's print and online resources to research styles of interviewing and how to best handle such interviews.

Sufficient Library Resources exist
Yes

Example of Assignments Requiring Library Resources
Research potential facility for mission statement, current projects, types of animals maintained and social media.

Distance Education Addendum

Definitions

Distance Education Modalities
Hybrid (1%–50% online)
Hybrid (51%–99% online)
100% online is a temporary emergency approval ONLY

Faculty Certifications

Faculty assigned to teach Hybrid or Fully Online sections of this course will receive training in how to satisfy the Federal and state regulations governing regular effective/substantive contact for distance education. The training will include common elements in the district-supported learning management system (LMS), online teaching methods, regular effective/substantive contact, and best practices.
Yes

Faculty assigned to teach Hybrid or Fully Online sections of this course will meet with the EAC Alternate Media Specialist to ensure that the course content meets the required Federal and state accessibility standards for access by students with disabilities. Common areas for discussion include accessibility of PDF files, images, captioning of videos, Power Point presentations, math and scientific notation, and ensuring the use of style mark-up in Word documents.
Yes

Regular Effective/Substantive Contact

Hybrid (1%–50% online) Modality:

Method of Instruction	Document typical activities or assignments for each method of instruction
Asynchronous Dialog (e.g., discussion board)	Students may be required to post their ideas or solutions for class-related material on the course discussion boards. Students may also be required to comment on the posts of other students, including constructive criticism.
E-mail	The instructor may email students with announcements about the course or other college events and opportunities and answer student questions. Students may email questions and possibly assignments or projects, depending on the nature of the class, directly to the instructor.
Face to Face (by student request; cannot be required)	Students may have the option to visit the instructor in their office on campus for office hours or to discuss other class-related items.

Other DE (e.g., recorded lectures)	The instructor may use other instruction methods appropriate to the subject matter. For example pre-recorded lectures may be posted perhaps leading to a class discussion on the discussion boards.
Synchronous Dialog (e.g., online chat)	The instructor may hold class in a regular schedule but in an online format using a program such as ConferZoom. Office hours may also be held in this manner or with an online chat tool.
Telephone	Students may have the option to call the instructor and/or the instructor may call students to facilitate office hours or to discuss other class-related items.
Video Conferencing	Instructor may hold class in a regular schedule but in an online format using a program such as ConferZoom. Office hours may also be held in this manner.

Hybrid (51%–99% online) Modality:

Method of Instruction	Document typical activities or assignments for each method of instruction
Asynchronous Dialog (e.g., discussion board)	Students may be required to post their ideas or solutions for class-related material on the course discussion boards. Students may also be required to comment on the posts of other students, including constructive criticism.
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Examinations

Hybrid (1%–50% online) Modality
On campus
Online

Hybrid (51%–99% online) Modality
On campus
Online

Primary Minimum Qualification
ANIMAL TRAINING & MANAGEMENT

Review and Approval Dates

Department Chair
03/11/2022

Dean
03/11/2022

Technical Review
04/28/2022

Curriculum Committee
5/3/2022

DTRW-I
MM/DD/YYYY

Curriculum Committee
MM/DD/YYYY

Board
MM/DD/YYYY

CCCCO
MM/DD/YYYY

Control Number
CCC000599282

DOE/accreditation approval date
MM/DD/YYYY