

NFS 4286
DNFS Senior Seminar
Fall 2023 - 1-credit
Wednesdays 2:20-3:10
Lafayette L411

Instructor: Lizzy Pope, PhD, RDN

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Office Hours: Please use the following link to schedule an appointment during my office hours: <https://calendly.com/efpope/15min>. If you think your issue will take more than 15 minutes, please schedule multiple time slots. If none of the times work for you, you can email me THREE possible times you can meet, and I will get back to you.

COURSE OVERVIEW

Transitioning from college to the next step in a nutrition career is very exciting, but can also be confusing and stressful. This course is designed to help you through the process of identifying what you'd like to do with your dietetics degree after graduating from UVM and completing the required materials for that opportunity. The course will involve self-reflection, goal setting, applied writing, interview simulation, and mentorship from various dietetic students/professionals. At the end of the course you should be prepared to apply for a job, dietetic internship, or graduate school. The course will also touch on stress-management techniques that can be used throughout your career and life.

REQUIRED READINGS

I may use the class Brightspace site to post various assigned readings throughout the course.

COURSE FORMAT AND EVALUATION

Learning Objectives:

- Identify a short-term career goal to pursue in the next year, and brainstorm what a long-term career goal might look like.
- Develop and refine materials needed for job or continuing education opportunities including a resume, a LinkedIn Profile, and a personal statement/cover letter.
- Confidently approach interview scenarios.
- Identify and practice several stress-reduction techniques that are personally beneficial.

ACEND Required Core Knowledge (KRDNs) Assessed in the Course:

KRDN 2.8 – Participate in a nutrition and dietetics professional organization and explain the significant role of the organization.

KRDN 5.1 – Perform self-assessment that includes awareness in terms of learning and leadership styles and cultural orientation and develop goals for self-improvement.

KRDN 5.2 – Identify and articulate one’s skills, strengths, knowledge and experiences relevant to the position desired and career goals.

KRDN 5.3 – Practice how to self-advocate for opportunities in a variety of settings (such as asking for needed support, presenting an elevator pitch).

Grading

This course will use specifications grading as the grading mechanism. With specifications grading work either meets the satisfactory standard, or does not. There is no partial credit, and the only letter grade you receive will be your grade at the end of the semester, all assignments will be assessed as “Satisfactory” or “Unsatisfactory.” In this system, assignments are “bundled” into four tiers representing the requirements to master a set of learning goals and earn the corresponding letter grade. To earn a particular grade, you need to meet ALL the requirements in that grade bundle.

Why Specs Grading?

My primary goal for NFS 286 is to prepare you to apply to a job, graduate school or an internship after UVM. The assignments are designed to determine whether you’re meeting the course objectives or you’re not. I’m instituting this grading system because I’m hoping it will increase engagement with the material, while decreasing stress over grades. I’ll be happy if everyone gets an A, but I’ll also be happy if everyone gets the grade they set out to get. Maybe you want to allocate your resources to other classes and get a “C” in this one. That’s fine, this structure lets you choose to do that by handing in less work, but the work you do hand in still needs to meet the specific assignment standards. If you want to earn an “A” you will need to produce quality work. To be successful in this system you will need to VERY carefully review assignment requirements before handing things in. Let’s state that again. Whenever you are completing an assignment in this course you should expect that on Blackboard the criteria needed to reach “satisfactory” are clearly denoted. Meet those.

Learning Objectives:

Those who earn a “D” in the course will have demonstrated the ability to:

- Identify short-term career goal to pursue in the next year, and brainstorm what a long-term career goal might look like.

Those who earn a “C” in the course by illustrating a higher level of understanding will have also demonstrated their ability to:

- Identify and practice several stress-reduction techniques that are personally beneficial.

Those who earn a “B” in the course by illustrating a higher level of mastery will have also demonstrated their ability to:

- Develop materials needed for job or continuing education opportunities including a resume, a LinkedIn Profile, and a personal statement.

Those who earn an “A” in the course by illustrating the highest level of mastery will have also demonstrated the ability to:

- Develop **and refine** materials needed for job or continuing education opportunities including a resume, a LinkedIn Profile, and a personal statement.
- Confidently approach interview scenarios.

Grade Bundles:

Minimum Requirements for an A:

1. Complete 4 Self-Reflections earning satisfactory
2. Complete the Leadership/Learning Styles reflection earning satisfactory
3. Complete the Resume assignment, earning satisfactory
4. Complete the Personal Statement assignment at satisfactory level
5. Complete a viable LinkedIn Page earning satisfactory

Minimum Requirements for a B:

1. Complete 3 Self-Reflections earning satisfactory
2. Complete the Leadership/Learning Styles reflection earning satisfactory
3. Complete one draft of the Resume assignment, but not a revision.
4. Complete one draft of the Personal Statement assignment, but not a revision.
5. Complete a viable LinkedIn Page earning satisfactory

Minimum Requirements for a C:

1. Complete 2 Self-Reflections earning satisfactory
2. Complete one draft of the Resume assignment, but not a revision
3. Complete one draft of the Personal Statement assignment, but not a revision

Minimum Requirements for a D:

1. Complete 1 Self-Reflection earning satisfactory
2. Complete one draft of the Resume assignment, but not a revision

“Candies” and Flexibility

Sometimes life happens, and you’re not on your A game. Every student will be given 2 “candies” this semester. Just like real-world candy, this virtual candy will help make a subpar situation a bit better. You can use candies for the following:

- To revise an assignment that you did not earn “satisfactory” on. Revision must be completed within one week of receiving the original grade.
- To turn in an assignment up to 72 hours late

How do I earn a “+” or a “-“ grade within one grade-level? I.e. how do I earn an A+, B+, C+, A-, B-, C-

“+” or “-“ grades will be awarded when a student’s level of achievement falls between bundles. If you met all the requirements for the “B” bundle and did 4 self reflections instead of 3, you would receive a B+. So, if you just exceed, or just fall short of a certain bundle you

will be awarded a “+” or “-“ grade. Grades of A+ will only be awarded for performance that is above and beyond all course requirements.

Bargaining

The course is setup so that you need to complete every assignment in a certain grade bundle in order to achieve that grade. If you do not complete every activity in a grade bundle please do not ask for special dispensation to achieve that grade. I will not bargain with you. Again, I WILL NOT BARGAIN WITH YOU. You can use candies to make up work you miss, and falling just short or just past a grade bundle can result in a “+” or “-“ grade, but please do not ask me to relax the grading bundles for you, that is not fair to the work your peers have done.

ASSIGNMENT OVERVIEW

Self Reflections - Self-reflections will allow you to reflect on where you’re at in the process of figuring out “what’s next.” Self-reflections should be no longer than 500 words and touch on relevant topics from class as well as checking in on your planning for “what’s next.” You will find the self reflections and associated prompts on Brightspace.

Each Self Reflection can be completed in bullet or paragraph form and will be graded as satisfactory/unsatisfactory. See rubric on Brightspace or specifications sheet to see what elements need to be included to earn a satisfactory grade on your self-reflections.

Learning/Leadership Style Reflection – In class we will complete a learning style and leadership style quiz. You will need to finish the associated reflection to receive credit for this assignment.

Resume Assignment – You will be expected to draft a resume, check-in with Career Services for feedback, and then turn in a “final” draft that meets the expectations for “satisfactory.”

LinkedIn Profile- You will build a complete LinkedIn Profile. A complete profile will be deemed “satisfactory.”

Personal Statement/Cover Letter Assignment – Using DICAS guidelines, the guidelines of your first-choice program, or the guidelines for Cover Letters from Career Services, you will write your personal statement or Cover Letter. This will be an iterative process where you will write a first draft receive feedback from your peers, then write a second draft that I will provide feedback on. This second draft will be the draft that needs to meet satisfactory standards.

Class Evaluation - A course evaluation will be administered in-class at the end of the semester. The evaluation is anonymous and used to help improve the course as well as for promotion and tenure decisions for the instructor. It is my expectation that you will complete the evaluation.

LATE POLICY

If an assignment cannot be submitted on Blackboard, it is due by the beginning of class on the date specified. If an assignment can be submitted via Brightspace, it is due by midnight on the specified due date. No late assignments will be accepted. You can use a candy to extend a due date by 72 hours.

ATTENDANCE

I expect that you will make every effort to come to class and participate. I also expect that if you are not feeling well, you will not come to class in order to protect yourself and those around you. Although not technically required, attendance is expected during this course.

COMMUNICATION

I want to facilitate your success in the course and will be happy to meet with you during office hours, or schedule an appointment as needed. **If you want to set up an appointment with me please email me three possible times you can meet.** Also, I do not generally answer emails during the evenings or weekends (work-life balance is important for health!), but I do promise to do my absolute best to get back to you within 1 working day.

POTENTIAL CHANGES DURING THE SEMESTER

The University of Vermont reserves the right to make changes in the course offerings, mode of delivery, degree requirements, charges, regulations, and procedures contained herein as educational, financial, and health, safety, and welfare considerations require, or as necessary to be compliant with governmental, accreditation, or public health directives.

PROHIBITION ON SHARING ACADEMIC MATERIALS

Students are prohibited from publicly sharing or selling academic materials that they did not author (for example: class syllabus, outlines or class presentations authored by the professor, practice questions, text from the textbook or other copyrighted class materials, etc.); and students are prohibited from sharing assessments (for example homework or a take-home examination). Violations will be handled under UVM's Intellectual Property policy and Code of Academic Integrity.

ACADEMIC INTEGRITY

UVM has an Academic Integrity policy that should be adhered to during this course. You can find a copy of the policy here: <http://www.uvm.edu/policies/student/acadintegrity.pdf>.

RELIGIOUS HOLIDAYS

Students have the right to practice the religion of their choice. Each semester students should submit, in writing to their instructors their documented religious holiday schedule for the semester. Faculty must permit students who miss work for the purpose of religious observance to make up this work.

DISABILITY ACCOMMODATIONS

Students requiring special assistance due to a disability are asked to contact the instructor during the first week of classes so that reasonable accommodation for the disability can be determined and arranged. Disability documentation, testing, and accommodations are coordinated through the Student Accessibility Services office on campus: <http://www.uvm.edu/~access/>.

ACADEMIC-ATHLETIC CONFLICTS

Student athletes need to notify me of any classes they may miss due to documented athletic conflicts by the end of the second week of the semester. We will then work on a plan to allow the student-athlete to make-up any work they miss because of an athletic conflict.

SCHEDULE

Date	Topic	Reading	Assignments Due
Aug. 30	Introductions/ What Are your Goals?	- No Readings for today	
Sept. 6	Process of Applying to Grad School/Dietetic Internship Emailing a program director	- ACEND's website on applying to Dietetic Internships: https://www.eatrightpro.org/acend/students-and-advancing-education/application-process-for-students	
Sept. 13	What Do You Want? How do you learn and lead?	- Article about learning styles - Leadership quiz - Brainstorming professional organizations	Self-Reflection 1 L/L Reflection in Class
Sept. 20	Program/Job Search	- Read through the program websites or job postings for five programs or jobs you're interested in. Organize their application requirements, deadlines, contact person, etc.	
Sept. 27	Resume Writing	- Explore UVM Career Service's Resume Page - https://www.uvm.edu/career/resume	Self-Reflection 2
Oct. 4	Alumni Visit	- Leah Kern will be visiting with us, check out Leah's website	

Oct. 11	Peer Review of Resume	- Assigned peer-review resume – will do this in class	Resume Draft 1 Due
Oct. 18	LinkedIn Profile Building	- Career Center’s LinkedIn Module on Brightspace	
Oct. 25	Personal Statement and Cover Letter Writing Part 1	- Resources from Cal Berkeley for personal statement writing: https://grad.berkeley.edu/admissions/steps-to-apply/requirements/personal-statement/ - Cover Letter how to’s: https://www.uvm.edu/career/cover-letter	LinkedIn Profile Due
Nov. 1	Personal Statement and Cover Letter Writing Part 2	- Make sure you have read the resources from last week.	Resume Final Draft Due
Nov. 8	Managing Your Stress Workshop	- Read through UVM’s Living Well website: http://www.uvm.edu/~chwb/livingwell/ - Jenna Emerson guest speaker from Living Well	Self-Reflection 3
Nov. 15	Interviewing Successfully	- UVM Career Center Interview Preparation: https://www.uvm.edu/career/your-guide-interviewing - https://careerdevelopment.princeton.edu/sites/g/files/toruqf1041/files/media/elevator_pitch.pdf - Elevator pitch exercise	Personal Statement Draft 1 Due
Nov. 22	Thanksgiving Break	- No Class	
Nov. 29	Personal Statement and Cover Letter Peer Review	- Read through the peer personal statement or cover letter you were assigned – will do this in class	Self-Reflection 4 Due at Midnight Personal Statement/Cover Letter Draft 1 Due in Class

Dec. 6	The DICAS Application	- No readings for today	Personal Statement/Cover Letter Draft 2 Due
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