

Educational Institution
“Belarus State Economic University”

APPROVED

First pro-rector

Educational Institution “Belarus
State Economic University”


E.F. Kireeva

28.12. 2022

Registration № 5350-22/4

Career Psychology
(in English)

Syllabus of higher education institution for academic the discipline for the major
1-25-80 01 "Economics"

The academic program is based on the curriculum in the specialty 1-25 80 01 Economics (specialization "Economic psychology") registration No. 96 МГР-22 dated 24.06.2022

COMPILED BY:

A.A. Ostrovskaya, Associate Professor of the Department of Social Work of the educational institution "Belarusian State Pedagogical University named after Maxim Tank", PhD in Pedagogy, Associate Professor

REVIEWED BY:

I.I. Rifitskaya, Associate Professor of the Department of Social, Humanitarian, Historical and Legal Disciplines of the Academy of Public Administration under the aegis of the President of the Republic of Belarus, PhD in Psychology, Associate Professor

I.L. Vasilyeva, Associate Professor of the Department of Philosophy of the educational institution "Belarus State Economic University", PhD in Philosophy, Associate Professor

RECOMMENDED FOR APPROVAL:

by the Department of Economic Sociology and Psychology of Entrepreneurship of the educational institution "Belarus State Economic University"

(Minutes No. 4 as of November 29, 2022)

Scientific and Methodological Council of the educational institution "Belarus State Economic University"

(Minutes No. 2 as of 21.12., 2022)

EXPLANATORY NOTE

The current situation in the socio-economic and industrial sphere is characterized by complexity and dynamism. The labor market has changed significantly. New professions, new types of activities focused on the search, attraction and selection of qualified specialists speak of the need for professional mobility and competitiveness of employees. This creates new problems in a person's professional life. Career development is one of them.

Various approaches to the problem of personality in the profession, personality in work, the influence of professional work on personality complement each other, enriching the competencies of professional specialists working in this field, equipping them with new modern technologies to provide social assistance to the population in need. Psychological knowledge in this field corrects the choice and construction of an appropriate career route.

The academic discipline "Career Psychology" is intended for implementation at the second stage of higher education. This academic discipline is included in the component of the institution of higher education at the second stage and is included in the Module 2.2. "Organizational and psychological management technologies".

The **purpose of academic subject "Career Psychology"** – to form an attitude among undergraduates to acquire a system of psychological knowledge and practical skills that contribute to productive professional activity, within which it is possible to build an individual career trajectory.

Objectives of the academic subject are to:

- to form the foundations of theoretical analysis of occupational facts and phenomena that are important for the productivity of an employee's professional activity among undergraduates;
- to teach the skills of recognition of positive and negative conflictogenic facts and phenomena that contribute to and hinder professional development,
- to provide conditions for successful adaptation of undergraduates to the service and professional requirements of prevention of destructive components of professional activity;
- to form professional interest, thinking and behavior in relation to various components of professional development,
- teach to determine the legality of the use of psychological methods of influence in the process of solving specific professional tasks;
- to form the ability to develop and conduct a standard psychological research and psychological support for the career development of the individual.

The academic discipline "Career Psychology" accumulates the existing fund of effective knowledge of a master's student in the field of management, psychology, sociology, complements them with theoretical knowledge and forms competencies in the field of psychology careers. The curriculum combines theoretical foundations and practical aspects related to the immersion of students in the actual problems of the psychological foundations of career growth and development.

The content of the program takes into account the specifics of the specialty 1-25 80 02 "Economics" of the specialization "Economic Psychology", which is expressed in an adequate combination and consideration of current managerial knowledge in a psychological context. The selection of the content of the discipline was carried out using the following criteria: competence, relevance and interdisciplinarity.

The curriculum of the discipline "Career Psychology" allows you to implement such forms of organization of classes as lectures and seminars. The main pedagogical means of teaching that meet the objectives of studying the discipline are: problem-based learning, research activities (conducting micro-studies, working with cases individually and in a group); reflexive learning; computer training.

When studying the discipline "Management Psychology", various forms of independent work are used.

As a result of learning the given academic subject, the master's student must *know*:

- theoretical approaches explaining professional personal development and career advancement;
- models, factors of career changes and movements, as well as technologies for planning and managing career and professional development.

be able to:

- apply all of the above knowledge to analyze career advancement;
- to put into practice the technologies of career planning and management and professional development;
- practically observe and fix psychological features of situations of professional formation and career;
- practically apply psychological tools for diagnosis, prognosis and resolution of occupational problems.

possess:

- methods of effective psychological analysis of relations in the workforce;
- the technique of personal self-presentation in building a career;
- methods of psychological influence on subordinates, taking into account their psychological characteristics.

Master's student after mastering the academic discipline "Management Psychology" should have the following special competencies:

SC-4 – Be able to apply modern technologies of business career management and professional promotion of personnel.

In total, 108 hours are allocated for the study of the academic discipline "Career Psychology" by the standard curriculum of the specialty on the full-time form of education, of which 36 hours are classroom hours. Distribution of classroom hours by type of classes: 18 hours of lectures, seminars – 18 hours, 72 hours of independent (extracurricular) work of undergraduates.

The current certification is carried out in the form of a credit in the 2nd semester.

The complexity of the discipline is 3 credits.

CONTENT OF EDUCATIONAL MATERIAL

PART 1. THEORETICAL AND METHODOLOGICAL GROUNDS FOR CAREER PSYCHOLOGY

Topic 1.1. Career as a subject of theoretical understanding

The concept of a career. The evolution of ideas about a career. Career and professionalism. Career of the 21st century – "career without borders". Typologies of career development: freelance, downshifting. Reserves of development: objective and subjective (depending on the internal environment). Crises of age-related development.

Types of career process. Career stages. Career potential of the individual. Business career management. Types of career planning. Individual career plan. Spheres and stages of professionalization, situations of choosing a profession. Career orientations and business qualities of the individual. Career-oriented thinking.

Topic 1.2. Laws of career development

Career as an initial integral intrapersonal phenomenon, regenerated by intrapsychic processes and labor factors. The inner human need for development. Career as a form of reaction to external influence, an external situation. The career of an individual as a consequence of fixing the appropriate reaction in the behavioral repertoire. Starting conditions of a career: parental characteristics. Compensation for unfavorable starting conditions. Career motives and value orientations. Motivation of career development. Making career decisions. Periods and critical points of a career. Gender differences in career development.

Psychology of career. Personal prerequisites for career success. Self-management as a career development factor. The main directions of career research and analysis of the implementation of its laws. "Career culture" of the studied business organizations; empirical analysis of "career development models".

PART 2. MANAGING INDIVIDUAL CAREER DEVELOPMENT

Topic 2.1. Individual professional diagnostics

An individual as a subject of career management and tools to help with career planning. Psychological components are cognitive, behavioral. Their content and forms of manifestation. Career potential. Identification of strengths and weaknesses of the personality. Technologies of career promotion and career potential assessment. Career goals and A. Maslow's pyramid of needs.

Identification of suitable activities, work schedules, types of organizations and careers in accordance with individual personality characteristics. Work-life balance. Guiding questions. The balance of success and failure. Strengths and weaknesses of a career. Goal-means analysis. Diagnosis of giftedness. Shane's theory of professional preferences "Anchors of a Career". MBTI Questionnaire - Personality structure.

Topic 2.2. Trends in the development of the labor market

The concept of "labor market". Structure and participants of the labor market. The labor market as a "seller's market" and a "buyer's market". Features of the labor market in the Republic of Belarus. Professional orientation in Belarus. Continuing professional education. National characteristics of the labor market: American experience, European experience, Chinese experience.

HR branding and the labor market. The concept of Human Resources (HR). HR as theory, practice and sphere of professional activity. The importance of the company's image as an employer. HR branding in the labor market as a "buyer's market". Advantages of the company in the labor market. Global Brands. Technologies for creating an HR brand.

Topic 2.3. Self-positioning in the labor market

The relevance of professional self-positioning in a new type of society. Passive positioning. Using traditional sources of job search: recruitment agencies, mass media, social networks, dating and positioning. Promotion of your own brand in the media, professional communities, expert events, etc. Some myths about self-presentation in the labor market: about writing a resume, about interviewing, about personal connections, etc.

The need for individual career consulting or coaching. Forms of prevention of negative career factors: forced, as an active activity to neutralize the entire complex of factors that cause an undesirable maturing or incipient conflict, and preventive, as an integral part of the overall process of optimal management in this system of relations.

2.4. Technologies of individual career design

Psychological factors taken into account when planning a career. Typological properties of personality. The structure of the motivational-need sphere. Social intelligence, emotional intelligence and their role in the realization of career growth. Career cone.

Career of an employee for hire and in entrepreneurial activity. Features of an entrepreneur's career. Career promotion portfolio. Career charts and career maps. Scenario of career analysis and development of a personal development plan. Comparison of various career planning technologies (V. Sanders, S. D. Reznik, G. G. Zaitsev, N. Carr-Rufino).

PART 3. PSYCHOLOGICAL FOUNDATIONS OF CAREER MANAGEMENT OF EMPLOYEES IN THE ORGANIZATION

Topic 3.1. Organization as a subject of career management

Personnel development and modern management personnel formation systems. Company management strategy and career. General principles of creating career development systems in the organization of personnel career management. Recommendations for career planning at the organizational level. Career development of personnel in the organization.

Development of the career environment and career space of the organization. Vacancy registration systems/vacancy announcements. Systems of service and professional promotion. The system of continuous advanced education. Systems for working with the personnel reserve. Staff rotation, outplacement. The role of business evaluation in career development.

Topic 3.2. Forms of career management in the organization

The main tasks of career management in the organization. Official movements of employees. The concept of social capital of a person and an organization. Social capital in career planning Professional community as a social community. The concept, typology, tasks and opportunities of professional communities.

Social networks, the theory of the power of "weak ties". Network employment. Networking as a social technology. The concept of "networking". Goals, means, basic networking techniques. Networking in Belarus and other countries. Personnel reserve and work with it. Managing the diversity of the personnel ecosystem.

Topic 3.2. Career development

For career advancement. Organizational and individual career planning. Development of an individual growth plan. Career counseling. Analysis of the main approaches to career counseling of personnel. The role of mentoring in a career. Advantages. Organization of a mentoring system.

Directions in the career development of personnel (foreign experience). The main strategies of an employee in situations of career turn and crisis. Professional mobility. Professional retraining. A research approach to career development. Overcoming the negative mental consequences of ending a career.

EDUCATIONAL AND METHODOLOGICAL MAP OF THE DISCIPLINE " CAREER PSYCHOLOGY "
FOR THE SPECIALTY 1-25-80 01 "ECONOMICS" (concentration "Economic psychology")
FOR FULL-TIME HIGHER EDUCATION OF THE II STAGE

Section number, topics	Section name, topics	Number of academic hours						Other	Forms of knowledge control
		Lectures	Practical classes	Seminar classes	Laboratory classes	Managed independent work			
1	2	3	4	5	6	1	pc (sc)	8	9
1	Theoretical and methodological grounds for career psychology	4		4					
1.1	Career as a subject of theoretical understanding	2		2				M [1, 2] Ed [6, 7]	compiling a glossary
1.2	Laws of career development	2		2				M [1, 2] Ed [6, 7]	survey, summary of primary sources

									discussion <i>Test</i>
2	Managing individual career development	8		8					
2.1	Individual professional diagnostics	2		2				M [1, 2, 4] Ed [7, 12]	drawing up a map-scheme on the topic
2.2	Trends in the development of the labor market	2		2				M [1] Ed [8, 9, 10]	survey, summary of primary sources
2.3	Self-positioning in the labor market	2		2				M [2, 3, 4] Ed [4, 5]	survey, discussion, intelligence maps
2.4	Technologies of individual career design	2		2				M [3, 4] Ed [11, 12]	survey, game simulation <i>Test</i>
3	Psychological foundations of career management of employees in the organization	6		6					

3.1	Organization as a subject of career management	2	2					M [1, 2, 3] Ed [1, 2, 3]	survey, research papers, game modeling
3.2	Forms of career management in the organization	2	2					M [1, 3, 4] Ed [3, 10, 12]	survey, essays, discussion
3.3	Career development	2	2					M [1, 3, 4] Ed [4, 5, 11,12,13]	case method, discussion <i>Test</i>
	Total hours	18	18						credit

INFORMATION AND METHODOLOGICAL PART

Methodological recommendations on the organization of independent work of undergraduates in the academic discipline "Career Psychology"

In mastering the knowledge of the discipline, an important stage is the independent work of undergraduates. It is recommended to budget time for independent work for an average of 1 hour for a 2-hour classroom lesson. The main directions of independent work of a master's student are:

- initially a detailed introduction to the curriculum of the discipline;
- familiarization with the list of recommended literature on the academic discipline as a whole and its sections, study of the necessary literature on the topics of the curriculum, selection of the necessary information in additional literature;
- preparation for seminars;
- preparation for forms of knowledge control (control tasks, tests);
- preparation for the certification form.

LITERATURE

The main literature

1. Weinstein, L. A. Psychology of management : a textbook for students of institutions of higher education in the specialties "Psychology", "Management" / L. A. Weinstein, I. V. Gulis. – Minsk : Higher School, 2018. – 382, [1] p. – (in Russian).
2. Girard, D. Sell yourself dearly / D. Girard, R. Casemore; [translated from the English by S. E. Borich]. – Minsk : Potpourri, 2020. – 397, [1] p. – (in Russian).
3. Chamorro-Premuzik, I.e. Self-confidence : how to increase self-esteem, overcome fears and doubts: trans. from English / T. Chamorro-Premuzik. – Moscow : Alpina Publisher, 2019. – 333, [1] p. – (in Russian).
4. Hupert, H. The Art of Charisma. Inspire, impress and charge everyone around / Ch. Hooper ; translated from English. Sergei Chervakov. – Minsk : Medisont, 2019. – 214 p. – (in Russian).

The additional literature

1. Bazarov, T. Y. Psychology of personnel management: Textbook and workshop for academic undergraduate / T. Y. Bazarov. – Lyubertsy: Yurayt, 2016. – 381 p.
2. Gotsky, G. G. Human resources of the organization : electronic educational and methodological complex for undergraduates of specialties 1-25 80 01 "Economics", 1-25 80 09 "Commerce" [Electronic resource] / G. G. Gotsky . – Minsk : BSEU. – 2019. – Access mode: 2019 <http://edoc.bseu.by:8080/handle/edoc/82569>
3. Dubinko, N. A. Strategic personnel planning: manual / N. A. Dubinko, O. A. Mitkhovich, N. P. Pyzhova – Minsk: Academy of Management under the President of the Republic of Belarus, 2017. – 89 p.

4. DuBrin A. J. Your Own Worst Enemy. Now to Overcome CareerSelf-Sabotage / A. J. DuBrin. - New York : AMACOM, 1992. - 241 p.

5. Laptенок, A. S. Ethics of business : electronic educational and methodical complex for students of the Far Eastern Federal District 1-23 01 04 "Psychology" [Electronic resource] / A. S. Laptенок // Minsk : BSEU. – 2021. – Access mode: <http://edoc.bseu.by:8080/handle/edoc/59749>

6. Makeeva, E. S. Psychology of activity and behavior: electronic educational and methodical complex for students of the Far Eastern Federal District specialty 1-23 01 04 "Psychology"[Electronic resource] / E. S. Makeeva. – Minsk : BSEU. – 2019. – Access mode: <http://edoc.bseu.by:8080/handle/edoc/19144>

7. Naumov, V. V., Gridasov, M. A. Psychology of career growth: [a new look at career guidance, career development paths, career growth trainings] / V. V. Naumov, M. A. Gridasov. – Minsk.: Modern School, 2009. – 318 p.

8. Konovalenko, V. A. Psychology of personnel management: Textbook for academic bachelor's degree / V.A. Konovalenko, M. Yu. Konovalenko, A. A. Solomatin. – Lyubertsy: Yurayt, 2016. – 477 p.

9. Kormnova, N. A. Ethics and psychology of business communication: electronic educational and methodological complex for students "[Electronic resource] / N. A. Kormnova. – Minsk : BSEU. – 2018. – Access mode: <http://edoc.bseu.by:8080/handle/edoc/19184>


10. Ponomareva, M. A. Human resource management: a manual / M. A. Ponomareva, M. V. Sidorova. – Minsk: Academy of Management under the President of the Republic of Belarus, 2016. – 113 p

11. Tracy, B. Rebirth after the crisis: 12 steps to Reset Career and life / B. Tracy – Moscow: Poppuri, 2022. – 240 p.

12. Readings in human resource management / R. A. Noe [at. ol.]. – Chicago : IRWIN, 1994. – X, 690 p.

13. Hjorth, L. S. Irwin Career Handbook / L. S. Hjorth. – Boston : IRWIN, 1993. - 80 p.

PROTOCOL OF COMPLIANCE OF THE ACADEMIC DISCIPLINE

The name of the discipline to be complied with	The name of the department	Proposals for changes in the content of the academic program of the higher education institution in the educational discipline	The decision made by the department that has developed the academic program (with the date and the protocol number)
Innovative Development of an Organization (Enterprise)	Economics of Industrial Enterprises		Protocol № 4 of 29.11.2022.

ADDITIONS AND AMENDMENTS TO THE HEI SYLLABUS

for 20 ___/20 ___ academic year

№	Additions and amendments	Grounds
1		

The syllabus is revised and approved at the meeting of the Department of Economic Sociology and Psychology of Entrepreneurship (Minutes № ___ dated «___» _____ 20___).

Head of Department

PhD in Sociology, Associate Professor

I.V. Lashuk

APPROVE

Director of the ISHE

PhD in Philosophy, Associate Professor

D.G. Dobrorodny