

School / Faculty: Faculty of Education and Arts

Course Title: WORKING IN CRIMINAL JUSTICE SETTINGS

Course ID: CRJUS3200

Credit Points: 15.00

Prerequisite(s): (CRJUS1285 and CRJUS1287 or CRJUS1283 and CRJUS1284)

Co-requisite(s): Nil

Exclusion(s): Nil

ASCED Code: 099903

Grading Scheme: Graded (HD, D, C, etc.)

Program Level:

AQF Level of Program						
	5	6	7	8	9	10
Level						
Introductory	■	■	■	■	■	■
Intermediate	■	■	■	■	■	■
Advanced	■	■	✓	■	■	■

Learning Outcomes:

Knowledge:

- K1.** Access and examine local, national and international employment opportunities in criminal justice and community based settings and understand the processes used by these agencies to recruit staff and for applicants to respond to advertised positions
- K2.** Understand professional responsibilities in terms of legislative, administrative and organisational policies and processes required for employees in criminal justice, government and community based agencies
- K3.** Understand the process for preparing for future employment in the field.

Skills:

- S1.** Recognise the roles and responsibilities of the employer and the employee in identifying, planning and providing for ongoing personal professional learning and identifying relevant and appropriate sources of professional learning
- S2.** Develop skills in applying for positions, including compiling a curriculum vitae and responding to key selection criteria, and interview technique
- S3.** Participate in and contribute to a reciprocal learning environment with colleagues that encourages professional engagement and dialogue about working in criminal justice, government and community based settings.

Course Outline (Higher Education)

CRJUS3200 WORKING IN CRIMINAL JUSTICE SETTINGS

Application of knowledge and skills:

- A1.** Analyse and reflect on the codes of practice of the public service, Victoria police and other criminal justice agencies
- A2.** Compile a curriculum vitae and response to key selection criteria drawing on personal learning and professional experience
- A3.** Engage with a number of key criminal justice, government and or community based agencies in a variety of ways including in seminars and lectures, in order to better understand and focus on aspects of the professional practice, careers and employment in the broad criminal justice sector
- A4.** Participate in mock interviews.

Course Content:

Topics may include:

- Developing a career and professional development plan
- Industry overview and analysis
- What it means to be a professional
- Organisational and professional Codes of Practice
- Identifying personal professional learning needs and strategies
- Reflecting on experiences of graduates
- Understanding the role of unions and professional associations
- Professional Engagement
- The impact of politics and new governments
- Engaging with criminal justice issues and how they impact on professionals in criminal justice and community based agencies
- Engaging with criminal justice, government and community based agencies
- Accessing career opportunities
- Active job seeking
- Preparing a curriculum vitae
- Responding to advertised positions
- Responding to key selection criteria
- Taking part in mock professional interviews.

Values and Graduate Attributes:

Values:

- V1.** Appreciate professional accountability and the ethical and legal obligations of professionals within government, criminal justice and community based agencies
- V2.** An appreciation for continual learning and personal and professional development.

Graduate Attributes:

FedUni graduate attributes statement. To have graduates with knowledge, skills and competence that enable them to stand out as critical, creative and enquiring learners who are capable, flexible and work ready, and responsible, ethical and engaged citizens.

Attribute	Brief Description	Focus
Knowledge, skills and competence	Students will demonstrate a broad and coherent body of knowledge of the discipline through independent supervised research and via its application in the workplace	Medium

Course Outline (Higher Education)

CRJUS3200 WORKING IN CRIMINAL JUSTICE SETTINGS

Attribute	Brief Description	Focus
Critical, creative and enquiring learners	The assessment tasks will contribute to student's self-reliance and provide a greater understanding of the requirements to manage themselves and work with others to achieve successful outcomes	High
Capable, flexible and work ready	Students will apply critical and creative inquiry to understand their strengths and weaknesses via teamwork and work experiences	Medium
Responsible, ethical and engaged citizens	Students will understand and practice the highest standards of ethical behaviour associated with their discipline or profession, including an appreciation of own ethical responsibilities towards colleagues, research participants and the wider community	Medium

Learning Task and Assessment:

Learning Outcomes Assessed	Assessment Task	Assessment Type	Weighting
K1, A3, K3	Identify agencies where graduates may seek employment and the websites and other locations in which positions are advertised	Written task	15-25%
A1, A3, A2, K1, K2, S1, K3	Identify, analyse and reflect on the various professional codes of practice within criminal justice agencies and government departments	Written task	25-35%
A1, K1, K2, S2, S3, K3	Write mock job application documents to both express an interest in preferred areas and to respond to advertised positions	Job application documents including a letter of introduction and curriculum vitae and a response to key selection criteria	25-35%
A4, K1, K2, S2, S3, K3	Mock interview	Role play	25-35%

Adopted Reference Style:

APA