

Course Competency

AVM 1062 Aviation Career Planning

Course Description

This course provides direction and guidance in career planning for all aviation students. Topics of discussion will include the job search education and training requirements, resume writing, business etiquette, interview skills and follow-up techniques

Course Competency	Learning Outcomes
<p>Competency 1:The student will demonstrate knowledge and understanding of aviation career planning by:</p>	<ol style="list-style-type: none"> 1. Communication 2. Critical thinking 3. Information Literacy
<ol style="list-style-type: none"> a. Recalling the steps and procedures for writing a resume appropriately, discussing the general steps and proper procedures in gathering letters of recommendation. b. Identifying the steps and procedures for writing a proper cover letter outlining the student's strengths. c. Explaining the importance and appropriate steps involved in writing a thank you letter and summarizing networking and its impact on developing a professional career. d. Gaining knowledge and demonstrating how to perform a thorough job search using all available mediums. (internet, newspaper, etc. e. Understanding the importance of filling out job application procedures. f. Demonstrating how to establish professional references and supplying references to prospective employers custom-fit to the position desired. g. Differentiating physical and paperwork presentations (such as portfolios) to describing their impact on a job interview. h. Understanding job interviews and the interviewing process. 	

<p>Competency 2:The student will analyze and interpret the assigned aviation career planning text from a variety of perspectives by:</p>	<ol style="list-style-type: none"> 1. Communication 2. Critical thinking
<ol style="list-style-type: none"> a. Preparing sample resumes b. Requesting letters of recommendation c. Providing cover letters d. Utilizing thank you letters e. Developing employment portfolio 	
<p>Competency 3:The student will produce reasoned, critical responses to common concerns in aviation career planning by:</p>	<ol style="list-style-type: none"> 1. Information Literacy 2. Communication 3. Critical thinking
<ol style="list-style-type: none"> a. Participating in ‘mock’ job interviews and providing reasoned, critical responses to questions asked within such interviews. b. Analyzing and explaining the benefits and drawbacks of the different types of careers in the aviation industry. c. Selecting and creating strategies for career opportunities in the aviation industry. 	

Updated: SPRING 2024