

SYLLABUS

1. Information about the program

1.1 University	West University of Timisoara
1.2 Faculty	Faculty of Sociology and Psychology
1.3 Department	Psychology
1.4 Area of study	Psychology
1.5 Level of study	Master
1.6 Program of study/Qualification	Organizational and Occupational Health Psychology

2. Information about the discipline

2.1 Discipline title		Consulting skills					
2.2 Course coordinator		Associate professor Coralia Sulea					
2.3 Seminar coordinator		Associate professor Coralia Sulea					
2.4 Year of study	2	2.5 Semester	1	2.6 Type of evaluation	C	2.7 Type of discipline	C

3. Total estimated time (hours per semester for teaching activities)

3.1 Numbers of hours per week	3	of which: ...course	1	3.3 seminar/laboratory	2
3.4 Total of hours from the study plan	42	of which: ...course	14	3.6 seminar/laboratory	28
Distribution of time:					hours
Study of handbook, course support, references and notes					40
Additional study in library, specialized electronic platforms, on the field					20
Preparation of seminars/laboratories, topics, essays, portfolios					20
Tutoring activity					10
Examination					
Other activities...practical applications.....					18
3.7 Total hours of individual study				108	
3.8 Total hours per semester				150	
3.9 Number of credits				6	

4. Preconditions (where applicable)

4.1 related to the de curriculum	• not applicable
4.2 related to competencies	• not applicable

5. Conditions (where applicable)

5.1 related to course development	• not applicable
5.2 related to seminar/laboratory development	• not applicable

6. Specific built up competences

Professional competences	<p>Competences in need analysis Description of relevant concepts, models, theories and norms for organizational requirements and needs. Use of specialty knowledge for interpretation of specific organizational situations, problems, opportunities</p> <p>Competences in evaluation and diagnosis Presentation of psychological evaluation and organizational diagnosis methods and principles. Providing arguments of techniques, procedures, evaluation methods relevant for interpretation of specific organizational facts.</p> <p>Competences in intervention Providing arguments for the specific manner of implementing organizational intervention strategies Implementation of organizational intervention methods, techniques and procedures in specific contexts Monitoring and adjustment of the organizational intervention' sequences</p> <p>Competences in communication results Explaining choice of certain evaluation strategies, methods and techniques for specific organizational issues and contexts.</p>
Transversal competences	<p>Personal development (autonomy, self-efficacy, problem-solving) Understanding and development of ethics at work</p>

7. Objectives of discipline (emerged out of the specific built up competences grid)

7.1 General objective of the discipline	To gain knowledge about assessment in organizations, its costs and connection with human resources' policies.
7.2 Specific objectives	To learn specific techniques for organizational consultancy. Develop skills in dealing with clients (explaining criteria, methods and the result of the assessment combining scientific and economic arguments)

8. Content

8.1 Course	Teaching methods	Remarks
<ol style="list-style-type: none"> 1. Consulting skills: introduction 2. Consultant skills and values 3. Consulting service: marketing and selling 4. Entry and contact with the client 5. Contracting and proposal writing 6. Data gathering methods 7. Ethics in management consultancy 	Lecture, discussion	<p>Block, P. (2011). <i>Flawless consulting. A guide to getting our expertise used</i>. San Francisco: Pfeiffer</p> <p>Greiner, L., & Poulfelt, F. (2005). <i>Management consulting today and tomorrow. Perspectives and advice from 27 leading world experts</i>. New York: Routledge</p> <p>Neumann, J E., Kellner, K., & Dawson-Shepherd, A. (1997). <i>Developing organizational consultancy</i>. Great Britain: The Tavistock Institute.</p>
<p>Key references Block, P. (2011). <i>Flawless consulting. A guide to getting our expertise used</i>. San Francisco: Pfeiffer</p>		
8.2 Seminar Relevant topics for organizational consultancy and organizational development	Teaching methods	Remarks
<ol style="list-style-type: none"> 1. Competency frameworks and employee development 2. Workplace flexibility 3. Agility 4. Information technology 5. Workplace wellness 6. Work restructuring in complex and volatile situations 7. Aligning strategy, culture and leadership 8. Case study 1 9. Case study 2 10. Case study 3 11. Case study 4 12. Case study 5 13. Students' presentations 14. Students' presentations 	Discussion, debates and exercises	<p>Bartram, D. (2005). The Great Eight competencies: A criterion-centric approach to validation. <i>Journal of Applied Psychology</i>, 90, 1185-1203.</p> <p>Cannon, F. (2017). <i>The agility mindset. How reframing flexible working delivers competitive advantage</i>. USA: Palgrave Macmillan</p> <p>Christinsen, K., & Schneider, B. (2010). <i>Workplace flexibility</i>. USA: Cornell University Press</p> <p>Putnam, L. (2015). <i>Workplace wellness that works</i>. New Jersey: Wiley</p>
<p>Key references Block, P. (2011). <i>Flawless consulting. A guide to getting our expertise used</i>. San Francisco: Pfeiffer</p>		

9. Corroboration of discipline's content with the expectations of the scientific community, professional associations and representative employers within the field of the study program

The topics and methods of this course are based on the needs of the labor market and inputs from HR specialists, managers and practitioners. The course aims at building knowledge in the field of organizational and occupational health psychology and developing research and evidence-based practice skills for diagnosis and intervention in organizations, therefore contributing at developing professional competences required by the College of Psychologists - Division of Work, Organization and Transport Psychology.

10. Evaluation

Type of activity	10.1 Evaluation criteria	10.2 Evaluation methods	10.3 Per cent of the final mark
10.4 Course	Acquired knowledge of the course theories and principles.	Presentation of a systematic review on a topic of interest from the syllabus (individual task, maximum 10 points)	Grade from 1 (extremely poor to 10 (excellent)).
	--		70%
10.5 Seminar / laboratory	Acquired knowledge of the evidence-based practice recommendations	Presentation of a relevant organizational consultancy company (individual task, maximum 10 points)	Grade from 1 (extremely poor to 10 (excellent)).
	--		30%
10.6 Minimal standards of performance			
Graduate students need to obtain at least 5 points for each evaluation task.			

Date of completion

09.09.2019

Signature of the course coordinator

Associate professor Coralia Sulea,

PhD

Signature of the seminar coordinator

Associate professor Coralia Sulea,

PhD

Date of department approval

Signature of the director of the department

Professor Delia Virgă, PhD