

M.A (HUMAN RESOURCE MANAGEMENT)

2019-20

Semester: I- HRM- SI - 04

Course Title: Social Work and Human Resource Management

Course in-charge: Dr. Asiya Nasreen, Department of Social Work (UGC Centre of Advanced Study), Jamia Millia Islamia (A Central University), New Delhi-110025.

Indicative Teaching Plan

Month/Week of 2019	Topic	Readings
August W3	Social Work and HRM: Philosophy and objectives	<ul style="list-style-type: none">• Dessler, G. & Varkkey, B. (2011). <i>Human Resource Management</i> (12th edition). New Delhi, India: Pearson.• Skidmore. et. Al. (1991). <i>An Introduction to Social Work</i>. New Jersey: Prentice Hall.• Morales & Sheafor. (1989). <i>Social Work: A Profession of Many Faces</i> (5th Edition). Boston: Allyn and Bacon.
August W4	Values and ethics of helping professions	<ul style="list-style-type: none">• Dessler, G. & Varkkey, B. (2011). <i>Human Resource Management</i> (12th edition). New Delhi, India: Pearson.• Skidmore. et. Al. (1991). <i>An Introduction to Social Work</i>. New Jersey: Prentice Hall.
August W5	The helping process	<ul style="list-style-type: none">• Dessler, G. & Varkkey, B. (2011). <i>Human Resource Management</i> (12th edition). New Delhi, India: Pearson.• Skidmore. et. Al. (1991). <i>An Introduction to Social Work</i>. New Jersey: Prentice Hall.
September W 1	Skills and competencies of helping professionals	<ul style="list-style-type: none">• Hepworth, D.H., Rooney, RH., Rooney, G.D., Kimberley, Strom Gottfried. & Larsen, Jo Ann. (2010). <i>Theory and Skills in Social Work</i>. Boston: Cengage Learning, India Edition. <p>Ulrich, Dave; Brockbank, Wayne; Johnson, Dani & Younger, Jon, Human Resource</p>

		Competencies RISING TO MEET THE BUSINESS CHALLENGE, RBL Group, 2017
September W 2	Revision and Internal Assessment	
September W 3	<ul style="list-style-type: none"> • Understanding Individuals • Principles and process of working with individuals 	<ul style="list-style-type: none"> • Morales & Sheafor. (1989). <i>Social Work: A Profession of Many Faces</i> (5th Edition). Boston: Allyn and Bacon. • Biestek, F. (1961). <i>The Case Work Relationship</i>. London, UK: Allyn Bacon
September W 4	<ul style="list-style-type: none"> • Principles and process of working with individuals • Individual problems and interventions (Counselling, Guiding, Coaching and Mentoring) 	<ul style="list-style-type: none"> • Morales & Sheafor. (1989). <i>Social Work: A Profession of Many Faces</i> (5th Edition). Boston: Allyn and Bacon. • Biestek, F. (1961). <i>The Case Work Relationship</i>. London, UK: Allyn Bacon
September W 4 and W 5	<ul style="list-style-type: none"> • Individual problems and interventions (Counselling, Guiding, Coaching and Mentoring) 	<ul style="list-style-type: none"> • Morales & Sheafor. (1989). <i>Social Work: A Profession of Many Faces</i> (5th Edition). Boston: Allyn and Bacon. • Biestek, F. (1961). <i>The Case Work Relationship</i>. London, UK: Allyn Bacon • Improving Employee Performance through Coaching, Comprehensive Public Training Programme, Louisiana State Civil Service 2016
October W2	Spirituality at work, work life balance, Life satisfaction	<ul style="list-style-type: none"> • R. Baral & S. Bhargava (2011): HR interventions for work-life balance: evidences from organisations in India, International Journal of Business, Management and Social Sciences, Vol. 2, No. 1, 2011, pp. 33-42
October W 3	Understanding Groups: concept, types and dynamics	<ul style="list-style-type: none"> • Toseland, Ronald. W. & Rivas, Robert.F. (1984). <i>An Introduction to Group Work Practice</i>. New York: MacMillan Pub Co. • Kanopka, G. (1983). <i>Social Group Work: A Helping Process</i> (3rd Edition). New Jersey: Prentice Hall Int. • Helen, Northern. (1988). <i>Social Work</i>

		<i>with Groups</i> (2 nd Edition). New York: Columbia University Press.
October W 4	Principles of working with groups	<ul style="list-style-type: none"> • Toseland, Ronald. W. & Rivas, Robert.F. (1984). <i>An Introduction to Group Work Practice</i>. New York: MacMillan Pub Co. • Kanopka, G. (1983). <i>Social Group Work: A Helping Process</i> (3rd Edition). New Jersey: Prentice Hall Int. • Helen, Northern. (1988). <i>Social Work with Groups</i> (2nd Edition). New York: Columbia University Press.
October W 5	Group work applications: Team work, meetings and decision making	<ul style="list-style-type: none"> • Toseland, Ronald. W. & Rivas, Robert.F. (1984). <i>An Introduction to Group Work Practice</i>. New York: MacMillan Pub Co. • Kanopka, G. (1983). <i>Social Group Work: A Helping Process</i> (3rd Edition). New Jersey: Prentice Hall Int. • Helen, Northern. (1988). <i>Social Work with Groups</i> (2nd Edition). New York: Columbia University Press.
November W 2	Groups influence on individuals	<ul style="list-style-type: none"> • Toseland, Ronald. W. & Rivas, Robert.F. (1984). <i>An Introduction to Group Work Practice</i>. New York: MacMillan Pub Co. • Kanopka, G. (1983). <i>Social Group Work: A Helping Process</i> (3rd Edition). New Jersey: Prentice Hall Int. • Helen, Northern. (1988). <i>Social Work with Groups</i> (2nd Edition). New York: Columbia University Press.
November W 3	Recap and revision	