

HRM 4430A: Career Management

Fall 2025, York University

Instructor: Farnaz (Naz) Ghaedipour

Location: [Building/Room]

Meeting Time: Tuesdays 14:30–17:30

Course Email: nazg.fall2025@gmail.com

**Dates: Sept 9 – Dec 2, 2025 (Reading
Week: Oct 14, no class)**

*The course outline is subject to change.

Course Overview

This course examines how individuals and organizations understand and manage careers. We will explore key metaphors and theories of career, spanning personal, organizational, and societal perspectives. Topics include self-management, boundaryless careers, social networks, narratives, and the emotional and moral tensions of work. Through readings, presentations, and applied discussions, students will develop tools to reflect on their own career paths and analyze careers in organizational settings.

Learning Outcomes

By the end of this course, you will be able to:

- Identify and compare key metaphors and models of careers.
- Apply career theories to analyze individual and organizational career trajectories.
- Evaluate how social, cultural, and structural factors shape career experiences.
- Reflect on your own career management practices in relation to theory.
- Engage critically and collaboratively in discussions about contemporary careers.

Required textbook and access

- Inkson, Kerr; Nicky Dries; John Arnold. *Understanding Careers: Metaphors of Working Lives* (2nd ed.). SAGE. ISBN 978-1446282922.

Available at:

York Bookstore: <https://campus.bookstore.yorku.ca/>

Day1Digital (VitalSource): Opt-in via eClass during the **first 2 weeks** (trial period).

Payment posts to student account (HST-exempt). If you miss the window, contact askyub@yorku.ca for manual opt-in.

Assessments & Grading

- **Attendance & Participation (40%)**
- You are required to attend 10 out of 12 classes throughout the term
- Each of these 10 classes are worth 4% of your overall grade (2% attendance, 2% participation)
- Participation means arriving on time and engaging meaningfully with lectures, class discussions, and classmates' comments (asking and responding to questions, offering thoughtful comments, building on others' ideas).
- **Group Presentations (30%)** (More details will be added)
 - What: (i) Present a contemporary academic book on work/careers (from the approved list), then (ii) apply 2–3 theories and concepts (from lectures and or the book) to analyze one person's career. This could be a person one of you knows personally or a public figure/celebrity.
 - Timing: 35 min total (+ 5 min Q&A).
 - Deliverables: Slides (PDF) due 24h before; 1-page handout with key ideas + 2 discussion questions + 5 quiz questions.
- **Final Exam (30%)**
- Covers lectures, readings, and presentations; emphasizes application.

POLICIES

Accessibility/Disability Accommodations: If you have an **ongoing** health or disability-related need, register with **Student Accessibility Services (SAS)** for a formal **Letter of Accommodation**; share it with me early so I can implement it. students.yorku.ca

Attendance & Participation (required). Each class is worth 4% of your overall grade (2% attendance, 2% participation)

Two permitted absences (self-report only). Out of 12 classes, you may miss **up to 2** without penalty by submitting York's **Self-Reported Absence** form (link). If you don't use both, your **two lowest participation scores will be dropped automatically**. *Absence notifications must be submitted through the official form; emailed notices aren't accepted for processing.*

Beyond the two self-reports or outside 7 days: submit the eClass **Academic Consideration Request** with **documentation** (e.g., **Attending Physician's Statement** for illness or formal bereavement notice). I may **verify** that a document was issued by the stated provider/office; no medical details are requested or stored. secure.students.yorku.ca

York's policy **does not apply** to assessments **worth more than 20%** or to **exams in the formal exam period**. [York University](https://yorku.ca)

Major Assessments & Final Exam (policy limits)

- **For Final Exam and Group Presentation:** Use **Deferred Standing** (University process) with documentation; do **not** use self-report. See **Deferred Standing** info and form. myacademicrecord.students.yorku.caRegistrar's Office
- Group presentation attendance note: Coordinate with your team and plan in advance not to miss the session of your group presentation. If you miss this session you will lose the mark of the presentation (30% of final mark). Because group presentation is >20%, in case of absence, self-report alone is not sufficient even if you're within your two permitted sessions. Use the form above in extenuating circumstances (documentation required).

Policy on Lateness. Being **on time** is part of participation. Arriving **more than 15 minutes late** = no participation credit for that class. Arriving **late (under 15 minutes)** more than **3 times** = counts as **1 absence** toward your participation grade.

Religious Observances: Requests for religious observance follow York's **Academic Accommodation for Students' Religious Observances**. Make requests **in advance** per the policy. Requests must be submitted in writing at least 14 days before a missed class or exam (21 days before a final exam). York University

Academic Conduct & Documentation: All information is handled under University privacy rules. Submitting **false or altered documents** may be investigated under the **Academic Conduct Policy**. York University

Email & Communication Policy

- **Primary channels:** Check **eClass Announcements** and your **YorkU email** regularly. For course questions, use the **eClass Q&A forum** first (others may have the same question).
- **Response time:** I aim to reply **within 3 business days (Mon–Fri, 9–5)**. Emails sent evenings/weekends/holidays are handled the next business day. Messages **<3 days before a deadline** may not receive a response in time.
- **Subject line & format:** Use **“HRM4430 – <topic> – <your name>”**. Write clearly, include context (e.g., week, assignment, slide #).
- **What not to email:**
 - **Absences / illness / bereavement:** Use York's **Self-Reported Absence** and the **eClass Academic Consideration Request** (with documentation, when required). Emails about absences will be **redirected to the official forms** and may not receive a response.
 - **Submitting work:** Upload to **eClass**—work sent by email isn't accepted.
- **Professional tone & privacy:** Use your **YorkU email**; do not send medical details—only the required documentation through the designated process. I may verify that documentation was issued by the stated office/provider; no medical details are requested or stored.
- **Office hours:** For nuanced questions (feedback, presentation ideas and questions), please **book office hours**—it's faster and more effective than long email threads.

CALENDAR

Week / Date	Format	Plan / Topic	Required Reading & Prep
1 – Sept 9	Lecture	What is a Career? Metaphors & course overview	Ch. 1 (Metaphors)
2 – Sept 16	Lecture	Careers in Context + Inheritances	Ch. 2 (Careers in Context) + Ch. 3 (Inheritances)
3 – Sept 23	Lecture	Cycles & Action (goals, self-management)	Ch. 4 (Cycles) + Ch. 5 (Action)
4 – Sept 30	Lecture	Fit & Journeys (boundaryless / protean models)	Ch. 6 (Fit) + Ch. 7 (Journeys)
5 – Oct 7	Presentations	2-3 group slots	—
– Oct 14	—	Reading Week – No Class	—
6 – Oct 21	Guest Speaker	Talk + Q&A	Prepare questions
7 – Oct 28	Presentations	2 group slots	—
8 – Nov 4	Lecture	Roles & Relationships (networks, social capital)	Ch. 8 (Roles) + Ch. 9 (Relationships)
9 – Nov 11	Presentations	2-3 group slots	Assigned group prep
10 – Nov 18	Lecture	Resources & Stories (career capital, narratives)	Ch. 10 (Resources) + Ch. 11 (Stories)
11 – Nov 25	Presentations or Lecture	TBD	TBD
12 – Dec 2	Review	Integrative review + exam Q&A	Review all readings