

HRM 4430: Career Management

Instructor: Farnaz (Naz) Ghaedipour

Class Time: Thursdays, 14:30–17:30

Term Dates: January 8 – April 2, 2026

Reading Week: February 14–20 (no class)

Delivery Format:

- **Weeks 1–8:** Synchronous Online
- **Weeks 9–12:** In Person

Course Email: nazg.fall2025@gmail.com

*Outline 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

Component	Weight
Participation and attendance	15%
Presentations	15%
Midterm exam	40%
Final exam	40%
Total	100%

Attendance & Participation (15%)

- You are required to attend 10 out of 12 classes throughout the term
- 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 (15%)

In this assignment, you will present a book related to work and careers.

Instructions: In teams of 4

1. **Pick a book**
 - Each group must choose one book from the book list (available on eclass).
 - Only one group can present each book.
 - Sign up using this [Google Sheet link](#) by **September 16th**. Books are assigned on a first-come, first-served basis.
 - Select your preferred date (the instructor may adjust based on available slots).

Early Bird Award: If your team volunteers to present on **September 30th**, you will earn an additional **+20% bonus** on your presentation grade.

2. **Prepare a 30-minute presentation (+10 min Q&A/discussion)** that includes:
 - **Main arguments of the book**
 - Who is the author?
 - What is the central thesis?
 - **Connection to careers/work**
 - How does the book help us understand careers?
 - How does it connect to themes we've covered in class? (if applicable)
 - **Career case study**

- Provide the story of a real person whose career can be explained (or critiqued) using the book's ideas.
 - Make clear links between the career story and the book's concepts.
 - All group members should participate in the presentation
3. **Deliverables (due 24h before class)**
- **Slides (PDF)** — clear and well-organized.
 - **1-page handout** — with key points, distributed to classmates.
 - **2 discussion questions/activity** — to spark class conversation after your presentation.

Midterm and Final Exam (40%)

- The exams will test your understanding of the key concepts and theories of career management and your ability to apply them to different careers. Each exam will consist of a combination of multiple choice, true and false, short answers, and essay questions. Course materials covered in the lecture slides, lecture videos, cases, videos, and exercises are subject to examination.

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).

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

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:** 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

Weeks 1–8: Synchronous Online

Week	Date	Mode	Topic	Readings
1	Jan 8	Online	What is a Career? Course Overview	Ch. 1
2	Jan 15	Online	Structure vs. Agency	Ch. 3 & Ch. 5
3	Jan 22	Online	Structure vs. Agency (cont.)	Ch. 3 & Ch. 5
4	Jan 29	Online	Identity & Career Narratives	Ch. 8 & Ch. 11
5	Feb 5	Online	Narrative Career Work	Ch. 8 & Ch. 11
6	Feb 12	Online	Guest Speaker + Q&A	Prepare questions

—	Feb 14–20	—	Reading Week – No Class	—
7	Feb 26	Online	Capitals in Career	Ch. 9 & Ch. 10
8	Mar 5	Online	Career Self-Management	Ch. 12

Weeks 9–12: In Person

Week	Date	Mode	Topic
9	Mar 12	In Person	Midterm Exam
10	Mar 19	In Person	Group Presentations – Day 1
11	Mar 26	In Person	Group Presentations – Day 2
12	Apr 2	In Person	Final Exam + Wrap-Up