

Course Syllabus



Course Overview

This is a unique class which takes place over the course of your time as a MURP student. It is designed to help you prepare for your internship, and your overall career as a planner. You are automatically enrolled with your MURP fall entrance cohort (2024). Most of you will register for the 1 credit associated with this class (USP 559) in winter or spring of your second year, but you are expected to attend the workshop and seminar sessions and participate over the full 2 years, and turn in the "assignments" to get credit for the class.

Students have consistently found this series really helpful in preparing for their future as a planner!

Table below from the US Bureau of Labor and Statistics (<https://www.bls.gov/ooh/life-physical-and-social-science/urban-and-regional-planners.htm> (<https://www.bls.gov/ooh/life-physical-and-social-science/urban-and-regional-planners.htm>))

Quick Facts: Urban and Regional Planners

2023 Median Pay

(https://www.bls.gov/ooh/life-physical-and-social-science/urban-and-regional-planners.htm#TB_inline?height=325&width=325&inlineId=qf-wage)

\$81,800 per year
\$39.33 per hour

Typical Entry-Level Education

(https://www.bls.gov/ooh/life-physical-and-social-science/urban-and-regional-planners.htm#TB_inline?height=325&width=325&inlineId=qf-education)

Master's degree

Number of Jobs, 2023

(https://www.bls.gov/ooh/life-physical-and-social-science/urban-and-regional-planners.htm#TB_inline?height=325&width=325&inlineId=qf-number-jobs)

45,200

Job Outlook, 2021-31

(https://www.bls.gov/ooh/life-physical-and-social-science/urban-and-regional-planners.htm#TB_inline?height=325&width=325&inlineId=qf-outlook)

4%

Quick Facts: Urban and Regional Planners

[planners.htm#TB_inline?](#)

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Course Learning Objectives

Through this combined series of workshops and seminars students will:

- Develop a career readiness plan
- Practice skills (e.g. networking) and develop relevant materials (e.g. resume) for job searching
- Learn strategies for seeking and obtaining internship experience related to planning.
- Develop their own interpretation of “reflective practice,” introduced in previous MURP coursework.
- Apply reflective practice principles to their own internship experience.
- Learn from their own and other students’ internship experience about professional dynamics within planning.

These objectives correspond to MURP Student Learning Objective #4: Reflective Practice.

See more about the MURP Internship requirements in the MURP student handbook.

Grading

This course is graded, out of 100%, as follows:

- Career Workshop and Internship Seminar Attendance/Activity- 30% of grade.
 - 6 sessions total- 4 career readiness workshops and 2 internship seminars
 - Attendance/activity at each session is worth 5% (You will complete something in class, or to be turned in shortly after class)
- Internship Completion Form: 30% of grade- due upon completion of Internship hours
- Reflective Essay: 40% of grade- due upon completion of Internship hours

Schedule and Topics Overview

We will meet about two times/term in the first year and once or twice in the second year.

General schedule here; scroll down for more details. All meetings are in person.

See Modules and Assignments for More Details.

Schedule/Key Dates and Who Topic and Key Goals

Career Readiness Workshop #1 - Career Visioning & Kicking-Off Your Targeted Career Approach

Louise Paradis

Mon Oct 28, 4pm-5:30pm

URBN 212

- Clarifying your career vision & Assessing your readiness to launch your job search
- Start your career campaign with your 5 top strengths as your compass
- Clarify your core competencies that should be utilized in the jobs you seek
- Identifying the types of jobs/career paths and organizations to target

Career Readiness Workshop #2 - Keys to Effective Networking

Louise Paradis

Mon Nov 18, 4pm-5:30pm

BDWY 222

**(followed by Emerging Planners
Group meet & greet with Pizza
and salad)**

- Goal: provide structured space to build, practice networking strategies and skills (also normalize discomfort, emphasize as a useful skill)
- Many jobs are found and filled through personal contacts... how to work your networks!
- Enhancing your reach to relevant contacts
- Exploratory meetings – the real value of face-to-face conversations (informational interviews?)
- Practice with classmates and other professionals

TBD - Jan/Feb 2025



<https://pdx.zoom.us/j/82253834497>



<https://pdx.zoom.us/j/82253834497>



<https://pdx.zoom.us/j/82253834497>

Career Readiness Workshop #3 - Interviewing for Success

- Prepare, practice and be yourself—the winning formula!
- Learn various approaches to interviewing
- Featuring behavioral interviewing methods
- Practice with classmates

TBD - March 2025

Career Readiness Workshop #4 -Hiring Panel Cover Letters, Resumes and Applications

Creating door-opening materials to get the interview!

- Examining your written presentation- bring your current resume and cover letter to the workshop!
- Your resume, cover letter and application really matter- offer general guidance, listen for tips from panel
- Be impactful in introducing yourself in writing and conveying your value
- We'll also look at LinkedIn profiles

Internship Reflection - What is Reflective Practice?

- Develop an operational definition of "reflective practice" based on assigned readings
- Identify opportunities for "reflective practice" based on past student experiences
- Positionality and power in the workplace
- Discuss challenges of obtaining internships and strategies for overcoming them

TBD - April 2025

TBD - Fall-Winter 2025-26

Internship Seminar Individual Check-Ins

TBD - Winter-Spring 2026

Internship Seminar Wrap-up - Collective Reflections and Looking Ahead