

# MANAGEMENT KARIERE

## UČNI NAČRT PREDMETA/COURSE SYLLABUS

<b>Predmet:</b>	Management kariere
<b>Course title:</b>	Career Management
<b>Članica nosilka/UL Member:</b>	UL FU

Študijski programi in stopnja	Študijska smer	Letnik	Semestri	Izbirnost
Management v upravi, druga stopnja, magistrski	Ravnanje s človeškimi viri (smer)	2. letnik	Celoletni	izbirni

<b>Univerzitetna koda predmeta/University course code:</b>	0069386
<b>Koda učne enote na članici/UL Member course code:</b>	577

Predavanja /Lectures	Seminar /Seminar	Vaje /Tutorials	Klinične vaje /Clinical tutorials	Druge oblike študija /Other forms of study	Samostojno delo /Individual student work	ECTS
21	11			118	60	7

**Nosilec predmeta/Lecturer:** Tatjana Kozjek

**Vrsta predmeta/Course type:** Strokovno izbirni/Professional elective

**Jeziki/Languages:**

Predavanja/Lectures:	Angleščina, Slovenščina
Vaje/Tutorial:	Angleščina, Slovenščina

**Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:** Ni.

**Prerequisites:** No prerequisites.

### Vsebina:

### Content (Syllabus outline):

1. Pojem kariere ter modeli ravnanja s kariero.
2. Strategija in politika ljudi kot podlaga za izvajanje procesov na področju ravnanja z ljudmi.
3. Faze kariere.
4. Podlaga za načrtovanje kariere in ravnanje s kariero.
5. Organizacijska podpora za razvoj kariere.
6. Kariera in motivacija.

1. The definition of the concept of career and models of career management.
2. Strategy and policy of human resources as the basis for the process in human resource management.
3. Stages of career.
4. Basis for career planning and career management.
5. Organisational support for career development.
6. Career and motivation.

### Temeljna literatura in viri/Readings:

--

- Greenhaus J., Callagan G., Godshalh V. (2019). Career Management for Life, Routledge, Taylor and Francis, New York
- Harrington, B., Hall, D. T. (2014). Career management & work-life integration: using self-assessment to navigate contemporary careers, SAGE, Los Angeles.
- Smith, L. (2016). No Fears, No Excuses: What you need to do to have a great career? Houghton Mifflin Harcourt, Boston.

#### Cilji in kompetence:

<p>Cilji:</p> <ul style="list-style-type: none"> <li>• študente opremiti z razumevanjem najnovejših teoretskih znanj, ter s praktičnimi dosežki na področju ravnanja s kariero,</li> <li>• Študente seznaniti s potrebnimi veščinami na področju ravnanja s kariero. .</li> </ul> <p>Kompetence:</p> <ul style="list-style-type: none"> <li>• zmožnost uporabe znanj na področju ravnanja s kariero v praksi,</li> <li>• zmožnosti načrtovanja kariere zaposlenih kot ključnih elementov ravnanja z ljudmi v javni upravi.</li> </ul>
---

#### Objectives and competences:

<p>Objectives:</p> <ul style="list-style-type: none"> <li>• acquire students with theoretical knowledge and the practical achievements in career management,</li> <li>• acquire students with the necessary skills in the field of career management.</li> </ul> <p>Competences:</p> <ul style="list-style-type: none"> <li>• ability to use the knowledge in the field of career management in real practice,</li> <li>• ability to plan career for the employees as essential components of human resource management in public administration.</li> </ul>
--

#### Predvideni študijski rezultati:

<p>Znanje in razumevanje:</p> <p>Študent se usposablja za pridobitev znanj na področju upravljanja s kariero ter za povezovanje le-teh s predhodno pridobljenimi znanji in znanji, ki jih pridobi pri študijskem programu. Sočasno se usposablja za timsko delo, saj reševanje problemov na področju upravljanja s človeškimi viri – v katerega sodi tudi upravljanje s kariero - zaradi svoje multidisciplinarnih dimenzij vključuje timski pristop.</p>
---

#### Intended learning outcomes:

<p>Knowledge and understanding:</p> <p>Student should be able to acquire knowledge in career management and to connect it with the previously acquired knowledge. Qualified for teamwork, for solving problems in management of human resources - including career management and - because of its multidisciplinary dimensions requires a team approach to modelling the process and progress.</p>
---

#### Metode poučevanja in učenja:

<p>Pouk se izvaja s pomočjo interaktivnega dela s študenti: predstavitve novih spoznanj in izsledkov raziskav, analiza primerov, ustvarjalne delavnice, debate in drugo.</p> <p>Vsak študent mora izdelati seminarsko nalogo ali projekt.</p>
---

#### Learning and teaching methods:

<p>Teaching is conducted through interactive work with students, presentation of new findings and results, analysis of case studies and survey of good practice, workshops, team-work.</p> <p>Each student is required to prepare a term paper or project.</p>
--

#### Načini ocenjevanja:

#### Delež/Weight

#### Assessment:

Načini ocenjevanja:	Delež/Weight	Assessment:
Izdelava seminarske naloge	30,00 %	Student paper
Aktivno sodelovanje pri pouku	10,00 %	Active participation during lectures
Ustni izpit	60,00 %	Oral exam

#### Reference nosilca/Lecturer's references:

- KOZJEK, Tatjana, FERJAN, Marko, ŽNIDARŠIČ, Anja. Perception of job security - empirical evidence from Slovenia. *Journal of East European management studies*, ISSN 0949-6181, 2017, vol. 22, no. 3, str. 287-314, ilustr., doi: [10.5771/0949-6181-2017-3-287](https://doi.org/10.5771/0949-6181-2017-3-287).
- PEČARIČ, Mirko, KOZJEK, Tatjana. From rational to more rational standards of proof. *International journal of public policy*, ISSN 1740-0619, 2016, vol. 12, no. 3/4/5/6, str. 115-129, ilustr. <http://www.inderscience.com/offer.php?id=79729>, doi: [10.1504/IJPP.2016.10000524](https://doi.org/10.1504/IJPP.2016.10000524).
- TOMAŽEVIČ, Nina, KOZJEK, Tatjana, STARE, Janez. Does a voluntary job change affect work-family balance. *International business research*, ISSN 1913-9004, Feb. 2015, vol. 8, no. 2, str. 1-15, graf. prikazi, tabele, doi: [10.5539/ibr.v8n2p1](https://doi.org/10.5539/ibr.v8n2p1).
- KOZJEK, Tatjana, FERJAN, Marko. Organizational flexibility, employee security and organizational efficiency : a case study of Slovenian public and private sector organizations. *Organizacija : revija za management, informatiko in kadre*, ISSN 1318-5454. [Tiskana izd.], feb. 2015, vol. 48, no. 1, str. 3-22, tabele. <http://organizacija.fov.uni-mb.si/index.php/organizacija/article/view/610/1034>, doi: [10.1515/orga-2015-0001](https://doi.org/10.1515/orga-2015-0001).
- TOMAŽEVIČ, Nina, KOZJEK, Tatjana, STARE, Janez. The consequences of a work - family (im)balance : from the point of view of employers and employees. *International business research*, ISSN 1913-9012. [Online ed.], 2014, vol. 7, no. 8, str. 83-100. <http://www.ccsenet.org/journal/index.php/ibr/article/view/38975/21571>, doi: [10.5539/ibr.v7n8p83](https://doi.org/10.5539/ibr.v7n8p83).
- KOZJEK, Tatjana, TOMAŽEVIČ, Nina, STARE, Janez. Work-life balance by area, actual situation and expectations : the overlapping opinions of employers and employees in Slovenia. *Organizacija : revija za management, informatiko in kadre*, ISSN 1318-5454. [Tiskana izd.], feb. 2014, vol. 47, no. 1, str. 35-51, tabele, graf. prikazi. <http://organizacija.fov.uni-mb.si/index.php/organizacija/article/download/547/984>, doi: [10.2478/orga-2014-0004](https://doi.org/10.2478/orga-2014-0004).