

Culinary Arts Cooperative Vocational Education

COURSE OUTLINE

1. Course Title: Culinary Arts Cooperative Vocational Education

2. CBEDS Title: Food and Hospitality Services

3. CBEDS Number: 4420

4. Job Titles:

Food Service Worker

Caterer

Catering Assistant

Baker

Pastry Chef

Assistant Pastry Chef

Chef Assistant

Chef

Food Processing Worker

Food Service Manager

5. Course Description:

This Cooperative Vocational Education (CVE) course provides students a combination of related classroom instruction and paid or unpaid instruction in a business/industry setting. The importance of on-the-job training as a highly effective means of developing solid job skills has long been recognized. Students participate in CVE internships that take place at business/industry sites while they receive related instruction at school. The purpose of this course is to expand occupational training opportunities by utilizing existing sites and facilities other than those of the traditional classroom. Each student's vocational preparation is therefore, jointly planned and supervised with the educator and the business. This shared responsibility is facilitated through a written Individualized Training Plan (ITP). The ITP ensures that each intern experiences a progression of learning activities at the training sites.

6. Objectives:

By the end of this course the student will:

1. Demonstrate professional proficiency in the ServSafe® system of food safety and sanitation.
2. Recognize and apply appropriate security and safety measures to create a safe work environment.
3. Demonstrate understanding of basic food service operations.
4. Demonstrate leadership and employability skills through effective written and oral communication; commitment to quality; interpersonal skills; work habits and attitudes; attendance and punctuality, professionalism and business ethics.
5. Conduct a job search through career research creating a resume and cover letter, completing a job application and participating in mock interviews.
6. Recognize and act appropriately in response to different personality styles, body language, generational and cultural differences.
7. Demonstrate competency in professional food preparation and service.
8. Describe interpersonal skills needed to develop effective customer relationships and overall impact on profitability.
9. Develop individual personal success tools.

Pathway

Recommended Sequence	Courses
Introductory	Culinary Arts
Skill Building	Advanced Culinary Arts or Baking & Pastry Arts
Advanced Skill	Culinary Arts Cooperative

6. Hours: *Students receive up to 76 hours of classroom instruction and up to 360 hours of work-based learning at community classroom/cooperative vocational education sites.*

7. Prerequisites: Advanced Culinary Arts

8. Date (of creation/revision): July 2010

9. Course Outline

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Upon successful completion of this course, students will be able to demonstrate the following skills necessary for entry-level employment.				
Instructional Units and Competencies	Course Hours	Model Curr. Standards	CA Academic Content Standards	CAHSEE
<p>I. CAREER PREPARATION STANDARDS</p> <p>A. Career Planning and Management.</p> <ol style="list-style-type: none"> 1. Know the personal qualifications, interests, aptitudes, knowledge, and skills necessary to succeed in careers. <ol style="list-style-type: none"> a. Students will identify skills needed for job success b. Students will identify the education and experience required for moving along a career ladder. 2. Understand the scope of career opportunities and know the requirements for education, training, and licensure. <ol style="list-style-type: none"> a. Students will describe how to find a job. b. Students will select two jobs in the field and map out a timeline for completing education and/or licensing requirements. 3. Develop a career plan that is designed to reflect career interests, pathways, and postsecondary options. <ol style="list-style-type: none"> a. Students will conduct a self—assessment and explain how professional qualifications affect career choices. 4. Understand the role and function of professional organizations, industry associations, and organized labor in a productive society. <ol style="list-style-type: none"> a. Contact two professional organization and identify the steps to become a member. 5. Understand the past, present and future trends that affect careers, such as technological developments and societal trends, and the resulting need for lifelong learning. <ol style="list-style-type: none"> a. Students will describe careers in the building trades construction industry sector. b. Students will identify work-related cultural differences to prepare for a global workplace. 6. Know the main strategies for self-promotion in the hiring process, such as completing job applications, resume writing, interviewing skills, and preparing a portfolio. <ol style="list-style-type: none"> a. Students will write and key a resume, cover letters, thank you letters, and job applications. b. Students will participate in mock job interviews. <p>B. Technology.</p> <ol style="list-style-type: none"> 1. Understand past, present and future technological advances as they relate to a chosen pathway. 2. Understand the use of technological resources to gain access to, manipulate, and produce information, products and services. 3. Understand the influence of current and emerging technology on selected segments of the economy. 4. Use appropriate technology in the chosen career pathway. <p>C. Problem solving and Critical Thinking.</p> <ol style="list-style-type: none"> 1. Apply appropriate problem-solving strategies and critical thinking to work-related issues and tasks. 2. Understand the systematic problem-solving models that incorporate input, process, outcome and feedback components. 	<p>20</p> <p>Additional hours are integrated throughout the course.</p>	<p>Hospitality, Tourism, & Recreation Industry Sector, Model Curriculum Standards</p> <p>3.0, 4.0, 5.0, 6.0, 7.0, 8.0, 9.0, 10.0, 10.10</p>	<p><u>Language Arts</u> (8) R 1.3, 2.6 W1.3, 2.5, LC 1.4,1.5 1.6 LS1.2, 1.3, (9/10) R2.1,2.3,2 W2.5 LC1.4 LS 1.1, 2.3 (11/12) R2.3 W2.5 LC1.2 <u>Math</u> (7) NS1.2, 1.7 MR 1.1,1.3 2.7,2.8, 3.1</p>	<p>Lang. Arts R 8.2.1 (9/10) R 2.1, 2.3 W2.5 Math (7) NS 1.2, 1.3, 1.7 MR 1.1, 2.1, 3.1</p>

<p>3. Use critical thinking skills to make informed decisions and solve problems.</p> <p>4. Apply decision-making skills to achieve balance in the multiple roles of personal, home, work and community life.</p> <p>D. Health and Safety.</p> <ol style="list-style-type: none"> 1. Know policies, procedures, and regulations regarding health and safety in the workplace, including employers' and employees' responsibilities. 2. Understand critical elements of health and safety practices related to storing, cleaning and maintaining tools, equipment, and supplies. <p>E. Responsibility & Flexibility.</p> <ol style="list-style-type: none"> 1. Understand the qualities and behaviors that constitute a positive and professional work demeanor. 2. Understand the importance of accountability and responsibility in fulfilling personal, community, and workplace roles. 3. Understand the need to adapt to varied roles and responsibilities. 4. Understand that individual actions can affect the larger community. <p>F. Ethics and Legal Responsibilities</p> <ol style="list-style-type: none"> 1. Know the major local, district, state, and federal regulatory agencies and entities that affect the industry and how they enforce laws and regulations. 2. Understand the concept and application of ethical and legal behavior consistent with workplace standards. <ol style="list-style-type: none"> a. Contact a business and obtain a copy of their rules for employment. b. Role play difference ethical scenarios. 3. Understand the role of personal integrity and ethical behavior in the workplace. <p>G. Leadership and Teamwork.</p> <ol style="list-style-type: none"> 1. Understand the characteristics and benefits of teamwork, leadership, citizenship in the school, community, and workplace settings. 2. Understand the ways in which professional associations, such as the American Restaurant Assn., the International Hotel and Restaurant Assn., and other hospitality associations and competitive career development activities enhance academic skills, career choices, and contribute to promote employability. 3. Understand how to organize and structure work individually and in teams for effective performance and attainment of goals. 4. Know multiple approaches to conflict resolution and their appropriateness for a variety of situations in the workplace. 5. Understand how to interact with others in ways that demonstrate respect for individual and cultural differences and for the attitudes and feelings of others. 				
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Instructional Units and Competencies	Hours	Model Curr. Standards.	CA Academic Standards	CAHSEE
A Required Forms & Procedures 1. Work Permit 2. Training Agreement 3. Wage and Hour Report 4. Supervisor Visit Log 5. Student Evaluation 6. Attendance	2	Hospitality, Tourism, & Recreation Industry Sector, Model Curriculum Standards Health & Safety 6.2	ELA 11-12; R; 1.1-1.3, 2.1-2.6 W; 1.1-1.5, 1.6, 1.8, 1.9, 2.1-2.6	(7)NS 1.2, 1.3 (6)P3.3 (10)WA 1.1, 1.2 (8)R2.1 (10) R2.1
B. SERVSAFE® Training 1. Providing safe food 2. The Microworld 3. Contamination and Food borne illness 4. The Safe Food Handler 5. Establishing the Foodservice Safety System 6. Purchasing and Receiving Safe Food 7. Keeping Food Safe in Storage 8. Protecting Food in Preparation and Serving 9. Sanitary Facilities and Equipment 10. Cleaning and Sanitizing 11. Organizing a Cleaning Program 12. Integrated Pest Management 13. Accident Prevention and Action for Emergencies 14. Crisis Management 15. Dealing with Sanitation Regulations and Standards 16. Employee Sanitation Training	14	Technical Knowledge & Skills (Consumer & Family Studies) 10.2 10.3 10.7 Demonstration & Application 11.0	M. 8-12; Algebra 1; 1.0, 4.0-6.0, 9.0, 13.0, 16.0-18.0, 24.1, 24.3, 25.3 Geom.; 3.0 PS; 6.0, 8.0	

10. Additional recommended/optional items

a. Articulation: None

b. Academic credit: None

c. Instructional strategies:

Methods of Instruction:

1. Lecture
2. Audio Visual Materials
3. Research Readings and Written Presentations
4. Homework Assignments
5. Group & Individual Activities
6. Discussion & Group Dynamics
7. Quizzes, Tests & Final Exam
8. Internet Exploration
9. On-the-Job Training

d. Instructional materials:

Text : ServSafe®, Serving Safe Food, The Educational Foundation of the National Restaurant Association

e. Certificates: ServSafe®