

SYLLABUS: ASSISTANT COMMUNITY ORGANIZER in MCD

A.) Syllabus for Psychology:-

Introduction : Definition of Psychology; Historical antecedents of Psychology and trends in the 21st century; Psychology and scientific methods; Psychology in relation to other social sciences and natural sciences; Application of Psychology to societal problems.

Unit. 1. Development of Human Behavior:- Growth and development; Principles of development, Role of genetic and environmental factors in determining human behavior; influence of cultural factors in socialization; Life span development - Characteristics, development tasks, promoting psychological well-being across major stages of the lifespan.

Unit. 2. Learning: Concepts and theories of learning (Behaviorists, Gestaltalist and information processing models). The process of extinction, discrimination and generalization. Programmed learning, probability learning, self instructional learning concepts, types and the schedules of reinforcement, escape avoidance and punishment modeling and social learning.

Unit. 3. Memory: Encoding and remembering; Short-term memory, Long-term memory, Sensory memory, Iconic memory, Echoic memory: The multistore model, levels of processing; Organization and Mnemonic technique to improve memory; Theories of forgetting: decay, interference and retrieval failure: Metamemory; Amnesia: Anterograde and retrograde.

Unit. 4. Thinking and Problem Solving: Piaget's theory of cognitive development; Concept formation processes; Information processing, Reasoning and problem solving. Facilitating and hindering factors in problem solving, Methods of problem solving: Creative thinking and fostering creativity; Factors influencing decision making and judgment; Recent trends.

Unit. 5. Motivation and Emotion: Psychological and physiological basis of motivation and emotion; Measurement of motivation and emotion; Effects of motivation and emotion on behavior; Extrinsic and intrinsic motivation; Factors influencing intrinsic motivation; Emotional competence and the related issues.

Unit. 6. Personality: definition and concept of personality; Theories of personality (psychoanalytical, socio-cultural, interpersonal, development, humanistic, behaviouristic, trait and type approaches); Measurement of personality (projective tests, pencil-papertest); The Indian approach to personality; Training for personality development; Latest approaches like big 5 factor theory; The notion of self in different traditions.

Unit. 7. Attitudes, Values and interests: Definitions of attitudes, values and interest; Components of attitudes; Formation and maintenance of attitudes. Measurement of attitudes, values and interest. Theories of attitude changes, strategies for fostering values. Formation of stereotypes and prejudices; Changing other's behaviour, Theories of attribution; Recent trends.

B.) Syllabus for Sociology:-

Unit. 1. General Sociology:-

- (a) Emergence of Sociology as an Academic Discipline; Sociological Perspectives; Scientific Character of Sociology; Nature, Scope and Significance of Sociology.
- (b) Basic Concept; Society, Community, Association, Institution, Organization, Status and Role, Culture, Norms and Values, Socialization, Social Conformity and Deviance, Ethnicity and Race, Sex and Gender.
- (c) Social Control : Concept, Types, Agencies, Significance.
- (d) Social Change: Concept, Types, Factors, Theories; Liberalization and Globalization.
- (e) Social Stratification: Concept, Types, Theories; Social Mobility; Caste, Class and Gender.
- (f) Social Perspectives of Religion.
- (g) Social Group: Concept, Types, Significance.

Unit. 2. Sociological Thought

- (a) A. Comte: Law of Three Stages, Positivism, Social Statics and Dynamics, Hierarchy of Sciences.
- (b) H. Spencer: Organicism, Social Evolution.
- (c) E. Durkheim: Social Fact, Division of Labour, Suicide, Religion.
- (d) K. Marx: Dialectical Materialism, Historical Materialism, Base and Superstructure, Class and Class Struggle, Alienation, Social Revolution.
- (e) M. Weber: Methodology, Social Action, Power and Authority, Bureaucracy, Protestant Ethics and Spirit of Capitalism.
- (f) V. Pareto: Residue and Derivation, Circulation of Elite.

Unit. 3. Sociological Theories.

- (a) Nature and Task of Theory; Macro and Micro Sociology.
- (b) Functionalism: General Propositions; Views of T. Parsons and R.K. Merton.
- (c) Conflict Perspective: General Propositions; Views of R. Dahrendorf and L.A. Coser.
- (d) Social Interaction Perspective – General Propositions; Views of Mead and Blumer.

Unit. 4. Research Methodology.

- (a) Social Research and Social Survey: Concepts, Characteristics, Types, Importance, Various Step In Formulation and Reporting.
- (b) Hypothesis.

- (c) Research Design – Meaning, Function, Phases, Differences in Designing Quantitative and Quantitative Research.
- (d) Sampling.
- (e) Techniques of Data Collection.

Unit. 5. Indian Society and Culture.

- (a) Society in Pre – British India.
- (b) British Rule and Its Impact upon Indian Society.
- (c) Genesis of Sociology in India; Indological, Historical Dialectical and Subaltern Perspective.
- (d) Indian Social Institutions: Family – Structure, Functions, Changes; Marriage - Forms, Functions Changes; Kinship – Concept, Types, Rules of Descent, Usages.
- (e) Changes in Indian Society – Sanskritization; Westernization; Modernization; Secularization; Introduction of Local Self Govt; Land Reform and its Consequences.
- (f) Caste and Tribe: Concept, Characteristics, Changing Perspective.
- (g) Rural and Urban Society in Indian and its Emerging Issues.
- (h) Indian Social Problems – (i) Population Explosion; Poverty; Illiteracy; Unemployment. (ii) Communalism; Regionalism; Terrorism; and Insurgency. (iii) Corruption. (iv) Environmental Issues. (v) Problems of Weaker Sections – SC; ST; OBC; Minorities Children; Gender Justice and Women Related Issue.

C.) Syllabus for Social Work:-

Unit-I

Unit. 1. Nature and Development of Social Work.

Social Work: Definition, Scope, Principles, Nature, Goals and Process.

Historical Development: Development of Professional Social Work across the world (U.K., U.S.A. and India)

Social Reform and Professional Social Work: Contribution of Social Reformers in 19th and 20th Century in the development of Professional social Work in India.

Social Work as a Profession in India: Values, Competencies and Code of Ethics for the Social Work Practitioners.

Theories: Theories for Social Work Practice.

Changing Context of Social Work Practice: Emerging Perspectives, Trends and Challenges of social Work for Practice.

Social Work Practice in various settings: (Family, Child and Youth welfare, Industry, Older Persons, Persons with Disabilities, Environment, Women and Welfare, Health care and Disaster Management.)

Unit. 2. Society, Human Behavior and Communities.

Sociological Concepts: Social Structure, Social Institutions and Social Groups, Socialization, Social Control and Social Change.

Approaches to the study of Society: Function list, conflict/Dialectical, Structuralism and Post Modernism.

Social System and Stratification: Major social Systems (Family and Religion), Social Stratification : Marxist, Functionalist and Weberian approach.

Human Behavior: Normal and Abnormal Behavior Determinants and Life span perspective of Human Development, Development Tasks and Hazards during Pre Natal Period, Infancy, Babyhood, Childhood, Puberty, Adolescence and Adulthood.

Theories of Personality: Psycho Analytic Theory of Personality, Behavioral theories and Humanistic theories.

Social Psychology: Social Perception, Attitude formation, Change and Measurement, Communication and Theories of Collective Behavior.

Type of Communities: Rural, Urban, Tribal and Virtual Communities and various Vulnerable Groups/ Sections Viz. Women, Child, Aged, Dalits etc. Caste and Class – Their Characteristics.

Unit. 3 Social Work with Individuals and Groups.

Basic Social Case Work Concepts: Social Roles, Social Functioning, Need Assessment, Adaption, Social environment, Person-in Environment Fit, Principles and Components.

Approaches to Social Case Work Practice: Diagnostic and functional approach problem solving, Task centered and radical approach.

Process and Techniques of Social Case Work: Phases of Case Work Intervention, Techniques of Case work Intervention, Principles of Interviewing and Case Work recording.

Social Group Work: Definition, Characteristics, Functions and Group Structure, Classification of Group and making of Social Groups, Issues of Identity, Diversity and Marginalization.

Social Group Work Process and Group Dynamics: Principles, Determinants, Indicators and outcomes, Decision making and problem solving process, Theories of Leadership, Roles and Responsibilities of Group Leaders.

Group Development: Stages of Group Work, Technique and skills in Group Work, Group Climate, Communication in Groups, Use of programme media and Group Work Recording, Monitoring and Evaluation.

Practice Sites of Social Case work and Social group work: Client groups and various settings (children, correctional, health, women, person with disabilities, older persons, oppressed group, religion minorities, persons who are gay & lesbian and other sociality and economically disadvantaged groups).

Unit. 4. Social work with Communities and Social Action.

Community Organization: Concept, Definition, Scope and Historical Perspective in India, UK and USA. The role of Community Based Organizations. Human Capital & Social Capital.

Process of Community Organization: Steps in Community Organization, Methods, Principles, skills, Assumptions, Record Maintenance, Involving NGOs in Community Organization.

Approaches in Community Organization Practice: Model, Strategies, The role of Community Based Organizations, Leadership development and leaders, Building partnership and coalitions.

Social Action and Social Movements : Concept, History, Social Action as a method of Social Work.

Models of Social Action: Conscientisation model of Paulo freire, Role of Ideology, Saul Alinsky as a radical community organizer, Liberation theology.

Social Movements: Origin, Nature, Types of movements, Theories of movement and new social movements.

Social Movements, Social Action and Social Changes: Movement analysis: Ideology, Structure, Leadership, Process and outcomes, Analysis of ideology and approach of (Gandhi, Martin Luther king Jr. and Frantz Fanon).

Unit. 5 Administration, Welfare and Development Services.

Social Welfare Administration: Meaning, History, Principles, Nature and type of organization.

Types of Administration: Distinction between social welfare administration, Public administration and Social Security administrations.

Registration of Welfare Agencies: Laws relating to Societies, Trust and Non-profit organization, Challenges.

Structure of Social Welfare Administration: Service providers, Administrative structures (Govt. and Non-govt.) Organization and management of Institutional Welfare services.

Components of Administration: Planning, Coordination, Staff Recruitment, training and development, Recording and Documentation, Budgeting, Monitoring and Evaluation, Networking and Maintaining Public Relations.

Strategies and Mechanisms of Administration: Role of Social Workers in decision making process, Communication, Role Description and functioning, sustainability of programmes.

Fund raising and Resource Mobilization: Grant-in-aid (principles and procedures), Resource Mobilization, Financial Administration and social marketing – process and models.

Unit. 6. Social Policy, Planning and Social Development.

Social Policy : Concept, Goals, Scope, context and models of Social Policy and applicability in India context.

Historical development: Evolution and Historical perspective of various Policies, Implementation of Social Policies especially for Marginalized and Vulnerable sections of the society.

Process of Policy formulation: Determinants and Steps, approaches to social policy formulation, impact of changing political scenario in a country.

Social Planning: Concept, Objective, Scope, Models Interrelationship between social and economic planning, social planning in India.

Social Development: Positive and Negative Dimensions of Social Development; Concept, Models and Theories, Historical and Social Context of Development in India.

Sustainable Development: Concept, Strategies, Critical issues, Salient Features of Social Development. Approaches of Social Development; Similarities and Differences. Strategic Development Goals, Human Development Index and Indicators for Policies and Programs.