

POLI ESCOLA SUPERIOR TECNOLOGIA GESTÃO TÉCNICO GUARDA	SUBJECT DESCRIPTION	MODELO PED.013.03
---	----------------------------	-----------------------------

Course	Human Resources Management					
Subject	Volunteerism and Social Responsibility					
Academic year	2023/2024	Curricular year	1	Study period	2	
Type of subject	Optional	Student workload (H)	Total: 84	Contact: 45	ECTS	3
Professor(s)	PhD Ana Isabel da Silva Alves Poças					
☐ Area/Group Coordinator ☐ Head of Department	(select)	PhD Amândio Baía				

Planned SD

1. LEARNING OBJECTIVES

This course aims to provide students with information and training of conceptual and technical nature regarding:

- (1) To promote a culture of philanthropy in the community of students
- (2) To develop the civic spirit and ethics
- (3) To develop critical thinking

2. PROGRAMME

1. SOCIAL RESPONSIBILITY

- 1.1 What is Social Responsibility: Definition and Fundamental Concepts
- 1.2 Corporate social responsibility; Environmental Social Responsibility
- 1.3 Areas of intervention and objectives of Social Responsibility
- 1.4 Internal and external dimensions
- 1.5 ESG strategies
- 1.6 Social Responsibility and Philanthropy
- 1.7 Concepts of ethics, citizenship and otherness: Notion of the ethical citizen
- 1.8 Normative references of corporate social responsibility

2. VOLUNTEERING

- 2.1 Importance of volunteering for the promotion of social welfare
- 2.2 Definition and characterization of Volunteering
- 2.3 Motivations, skills and abilities of volunteers
- 2.4 Duties, rights and principles of the volunteer
- 2.5 The practice of volunteering in the framework of social responsibility
- 2.6 Volunteer ethics: Voluntary legislation and standards

	SUBJECT DESCRIPTION	MODELO PED.013.03
---	----------------------------	-----------------------------

3. COHERENCE BETWEEN PROGRAMME AND OBJECTIVES

The contents are consistent with the objectives of the curricular unit, since the achievement of objectives (1), (2) and (3), implies the completeness of the contents.

4. MAIN BIBLIOGRAPHY

Comissão Europeia (2001). *Livro Verde: Promover um quadro europeu para a responsabilidade social das empresas*, Bruxelas, Comissão Europeia.

Camilleri, M. (2017). *Corporate Sustainability, Social Responsibility and Environmental Management: An Introduction to Theory and Practice with Case Studies*. Springer International Editions.

CESE (2017). Evolução recente da economia social na União Europeia. Disponível em: <https://www.eesc.europa.eu/sites/default/files/files/qe-04-17-876-pt-n.pdf>

Domingues, I; Remoaldo, P. (2012). *Responsabilidade Social Organizacional – Desenvolvimento e Sustentabilidade*. V. N. Famalicão: Edições Húmus.

EON, F. (2015). *O que é Responsabilidade Social?* Revista Responsabilidade Social.

Jacinto, L. M. J. (2020). Evolução do Voluntariado em Portugal (2002- 2020). Edição Temática: Ciências Sociais e Humanas. Revista da UI_IPSantarém, 8(2), 157-168.

Leal, A, S., Caetano, J., Brandão, N. G.; Duarte, S. E., Gouveia, T. R. (2011). *Responsabilidade social em Portugal*. Lisboa: Bnomics.

Monteiro, M. (s.d.). A Responsabilidade Social das Empresas (RSE). Instituto Português de Corporate Governance. <https://cgov.pt/>

Neves, J, & Simões, E., (2012). *Research on ethics and social responsibility*. Lisboa: Business Research Unit. ISCTE-IUL.

PROACT (2012). Estudo de caracterização do voluntariado em Portugal - PROACT 2012- Unidade de Investigação e Apoio Técnico ao Desenvolvimento Local, à Valorização do Ambiente e à Luta contra a Exclusão Social - <http://www.voluntariado.pt/>

Santos, M. J. (Coord.)(s.d.). *ABC do Voluntariado*. Ed. RSE Portugal.

Vanessa, M., Cristina, P., Cláudia, A., (2013). Reflexões sobre o conceito e prática do voluntariado no terceiro setor português. Editora: Cristina Parente. 2.ª Série, N.º 8.

Material support made available by the professor.

5. TEACHING METHODOLOGIES (INCLUDING EVALUATION)

TEACHING METHODOLOGIES:

Lecture with audiovisual material and tools. Case studies. Use of the e-learning platform. Collaborative work tools. Periodical collaborative sessions.

EVALUATION METHODOLOGIES:

Continuous Assessment: Individual work with presentation and discussion in classroom (30%); Two Works one related to the Social Responsibility of a company to choose and the other one (report) related to volunteer action presentation and discussion in the classroom (70%).

POLI ESCOLA SUPERIOR TECNOLOGIA GESTÃO TÉCNICO GUARDA	SUBJECT DESCRIPTION	MODELO PED.013.03
--	-----------------------------------	-------------------------------------

Final Assessment: those who failed or not having chosen the continuous assessment; will pass with a grade equal or higher than 10.

6. COHERENCE BETWEEN TEACHING METHODOLOGIES AND OBJECTIVES

The set of teaching methods referred to in (5) aims to promote the student's ability to commit to the Common Good, and are oriented towards the achievement of the learning objectives already mentioned.

7. ATTENDANCE

The Continuous Assessment is indexed to the minimum compulsory attendance of 2/3 of the classes taught, to the exception of student workers and the other cases provided for in the applicable law or regulation, which, however, will have to respect the delivery deadlines of the previously defined works.

8. CONTACTS AND OFFICE HOURS

anapocas@ipg.pt, office 62

office hours: friday 14.00-15.30.

9. OTHERS

n.a.

DATE

7th of March 2024

SIGNATURES

Professor(s), Area/Group Coordinator or Head of Department signatures

Assinatura na qualidade de (clicar)

(signature)

Assinatura na qualidade de (clicar)

(signature)

POLI ESCOLA SUPERIOR TECNOLOGIA GESTÃO TÉCNICO GUARDA	SUBJECT DESCRIPTION	MODELO PED.013.03
---	-----------------------------------	--

Assinatura na qualidade de (clicar)

(signature)

Assinatura na qualidade de (clicar)

(signature)