

**Common Course Outline**  
**RECR 206**  
**Program Planning for Leisure Services**  
**3 Semester Hours**

**The Community College of Baltimore County**

**Description**

Program Planning for Leisure Services

Presents an advanced study of leadership and program planning applied to recreation and park program development and supervision; thoroughly reviews the process of recreation program planning on a community-wide basis; discusses practical applications in agency program planning, evaluation, equipment and facility use, program budgeting, and staffing considerations.

3 credits: 3 lecture hours per week. Prerequisite: RECR 101.

**Overall Course Objectives**

Upon completion of this course the student will be able to:

- 1) construct a comprehensive plan of all recreation programs possible for an agency, after knowing its constituency or population make-up, and its controlling policies and objectives. This plan must encompass all the eleven program areas, and must be consistent with good leadership and program planning principles;
- 2) put into writing a leisure services agency's philosophy of service;
- 3) put into writing a leisure services agency's mission statement;
- 4) write program management and program design goals;
- 5) write behavioral objectives;
- 6) assess needs of clients;
- 7) create programs using the eleven recreation program areas and the seven recreation formats;
- 8) create leagues and tournaments frameworks from scratch;
- 9) develop program promotional materials;
- 10) establish a workable registration procedure for an agency;
- 11) determine program costs and develop a pricing plan for an agency;
- 12) evaluate recreation programs;
- 13) collect and interpret demographic information on a community
- 14) assess staffing needs and capabilities; and
- 15) create a professional program file.

**Major Topics**

- I. How individuals experience leisure
- II. The key elements of program production
- III. The program development cycle
- IV. Agency philosophy
- V. Developing the agency's programming mission
- VI. Using goal and objective technology in program development
- VII. Writing program management goals
- VIII. Writing behavioral objectives
- IX. Assessing Patron's Needs

- X. Writing program design goals
- XI. Creativity
- XII. The eleven program areas and program formats
- XIII. Leagues and tournaments
- XIV. Preparing the Program Plan
- XV. Program promotion
- XVI. Registration procedures
- XVII. Staffing considerations
- XVIII. Pricing
- XIX. Evaluation
- XX. Making decisions about program services

### **Course Requirements**

Grading/exams/writing assignments: Grading procedures will be determined by the individual faculty member but will include the following:

- ◆ Readings and exercises which include
  - Utilizing the text and class instruction, create a comprehensive program plan for an agency of the student's choosing;
  - Observe two recreation program and write a report on each;
  - Complete five programming open book labs during class time using knowledge gained in the classroom readings and lectures;
  - Create a league or tournament when given a particular situation;
  - Create a neat, well-organized file of recreation program ideas, clippings, pamphlets, handouts, etc.;
- ◆ This course has a midterm and a final exam.

### **Other Course Information**

This is a minimum course outline. Individual instructors have the right to add additional requirements.