

## **KINESIOLOGY PRACTICUM DESCRIPTION**

**Practicum Position Title: Health Promotion Assistant**

**Agency/Company: [Ever Active Schools](#)**

**Location: faculty of Kinesiology (KNB 237), University of Calgary and offsite work**

**Terms Available: Fall Only**

**Number of Positions: 1**

### **Organization Overview:**

Ever Active Schools (EAS) is a national charity designed to assist schools in creating and sustaining healthy school communities. EAS contributes to the healthy development of children and youth by fostering social and physical environments that support all students' health and learning outcomes. EAS bridges collective work, assisting schools using a comprehensive school health framework and is a major intersection for schools working on wellness.

### **Practicum Duties/Responsibilities:**

The practicum placement will provide students with the opportunity to develop an understanding of the principles and strategies of Health Promotion and the four components of Comprehensive School Health, and how projects fit within this work. The successful candidate will support initiatives to build healthy school communities through a variety of actions, including organizing meetings, and networking and developing relationships with key stakeholders. This opportunity also requires supporting the promotion of Ever Active Schools projects and assisting with reviews of current resources and possible development of new resources. The placement will also provide instances to plan and participate in knowledge exchange through workshops, conferences and gatherings. Additional tasks and responsibilities of the successful candidate will include supporting project-funded reporting and administrative tasks.

Due to the ongoing COVID-19 global pandemic, our office continues to operate in a hybrid model (working from home and office). The successful candidate will be expected to work within these conditions and will be supported with current health and safety practices, policies and procedures.

The Practicum Student should endeavor to meet the following competencies:

- Honours protocols, decision making and goals of partner communities; shares power wherever possible and supports groups to develop and implement solutions while authentically representing the organization
- Skilled in negotiating and facilitating through cultural differences and conflicts, and adapting style in response to different intercultural communication and learning styles
- Awareness of and sensitivity to Indigenous and cultural diversity issues
- Understands humour and is skilled in utilizing it as a means to communicate and build relationships
- Demonstrates a variety of thinking skills, including analytical thinking, forward-thinking, conceptual thinking and strategic thinking
- Has the ability to focus on the desired result of one's own or one's unit's work, set challenging goals, and focus efforts on meeting or exceeding the goals
- Has the ability and desire to work cooperatively with others on a team
- Demonstrates depth of knowledge and skill in one or more technical areas (comprehensive school health, education, health promotion, community development)

- Possesses the ability to gain support for ideas while remaining open to different perspectives and confident in the ability of others to be successful
- Remains positive and solutions-focused when faced with challenges or adversity
- Ensures that one's own and others' work and information are complete and accurate; carefully prepares for meetings or presentations; follows up with others to ensure that commitments have been fulfilled
- Identifies what needs to be done and takes action before being asked or before the situation requires it, effectively managing both time and resources
- Has an openness to different ways of doing things; willingness to modify one's preferred method of doing things

**Required Student Qualifications:**

- Completion of KNES 201 (Activity: Essence and Experience)
- Completion of KNES 203 (Activity: Health, Fitness and Performance)

**Assets:**

- KNES 397 (Health and Exercise Psychology)
- KNES 433 (Health and Physical Activity)
- KNES 355 (Human Growth and Development)

**On-Site Supervisor:** Laura Douglas, [laura@everactive.org](mailto:laura@everactive.org)

EAS is committed to equity in its policies, practices, and programs while supporting diversity in its community, school, and work environments; EAS encourages qualified applicants of all backgrounds and abilities to apply for this position. To apply for this practicum placement, email cover letter and resume to Laura at [laura@everactive.org](mailto:laura@everactive.org).

# Kinesiology Practicum Application

## Placement: [Ever Active Schools](#)

Students must have 60 units completed to qualify for a practicum, including 30 units of KNES  
Students may participate in up to three practicums, with no more than two at the same location

Submit together to  
[knespracticum@ucalgary.ca](mailto:knespracticum@ucalgary.ca):  
 Completed Practicum Application  
 Confidentiality Agreement

### INSTRUCTIONS

1. Contact the on-site supervisor to arrange an interview.
2. Bring a copy of this application with the completed student portion to your interview to be completed by the On-Site Supervisor.
3. Submit application and required documentation (if applicable) to [knespracticum@ucalgary.ca](mailto:knespracticum@ucalgary.ca); our office will email your @ucalgary address within 5 business days with next steps for you and your On-Site Supervisor.

### STUDENT PORTION – COMPLETE PRIOR TO INTERVIEW

<b>Practicum Term</b>		
<input type="checkbox"/> Fall _____ (year)	<input type="checkbox"/> Winter _____ (year)	<input type="checkbox"/> Spring _____ (year)
<b>Student Information</b>		
<b>Name:</b>	<b>UCID:</b>	
<b>Phone Number:</b>	<b>Email:</b>	@ucalgary.ca
<b>Student Practicum Expectations:</b> Why have you chosen this practicum placement? (1-2 sentences)		
<b>Code of Conduct</b>		
Students are responsible for compliance with the <a href="#">University of Calgary's Code of Conduct</a> .		
<input type="checkbox"/> Yes <input type="checkbox"/> No	I have read and understood the University of Calgary's Code of Conduct.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Do you have a pre-existing relationship(s) with person(s) or group(s) associated with this practicum placement? If yes, please briefly explain the nature of the relationship:	
<b>I agree that:</b>		
<ul style="list-style-type: none"><li>• No salary or payment will be received based upon my participation in a Kinesiology practicum placement</li><li>• I will meet the expectations of the practicum placement for which I am applying</li><li>• I will be punctual throughout my practicum placement and will adequately notify the On-Site Supervisor about any absence(s).</li><li>• I will complete 60-72 hours within the dates of the term.</li></ul>		
<b>Start Date</b> (first day of lectures)	<b>End Date</b> (last day of lectures)	
_____	_____	
<input type="checkbox"/> I agree with the above-mentioned terms and conditions.		
<b>Student's Signature:</b>	<b>Date:</b>	

<b>ON-SITE SUPERVISOR PORTION</b>	
<b>Name:</b> Laura Douglas.	<b>Organization:</b> Ever Active Schools
<b>Phone:</b>	<b>Email:</b> <a href="mailto:laura@everactive.org">laura@everactive.org</a>
<b>As the On-Site Supervisor, I agree that:</b>	
<ul style="list-style-type: none"><li>• No salary or compensation will be given to the practicum student</li><li>• I will provide sufficient hours, supervision, and guidance during this practicum placement</li><li>• I will complete a mid-point and final evaluation for the practicum student.</li></ul>	
<input type="checkbox"/> I agree with the above-mentioned terms and conditions.	
<b>On-Site Supervisor's Signature:</b>	<b>Date:</b>

## **CONFIDENTIALITY AGREEMENT**

Practicum students and the agency must complete the signed confidentiality agreement and submit it (along with the practicum application form) to [knespracticum@ucalgary.ca](mailto:knespracticum@ucalgary.ca).

THIS AGREEMENT is made as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

BETWEEN:

\_\_\_\_\_

(hereinafter called the "**Agency**")

AND:

\_\_\_\_\_

(hereinafter called the "**Student**")

**Whereas:**

It is the Student's legal and ethical responsibility to protect the privacy, confidentiality and security of all records, proprietary information and other confidential information relating to the Agency, including business, employment and medical information relating to patients, members, employees and health care providers. ("Confidential Information").

**And whereas:**

The Agency has adopted policies and procedures regarding Confidential Information including its policies and procedures for complying with the *Freedom of Information and Protection of Privacy Act* and the *Health Information Act* ("Policies and Procedures").

**In witness hereof, the parties agree as follows:**

1. The Agency agrees to disclose and the Student agrees to receive Confidential Information in furtherance of participating in his/her practicum with the Agency, as set out in the Practicum Agreement.
2. The Agency agrees to advise, instruct and guide the Student as to the Policies and Procedures.
3. Upon receipt of the information set out in paragraph 2 herein, the Student agrees to use his/her best efforts to comply with the Policies and Procedures and to protect the Confidential Information, or any part thereof, and prevent it from being disclosed to any person contrary to the Policies and Procedures.

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the day and year first written above.

**Agency**

**Student**

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date \_\_\_\_\_

Date: \_\_\_\_\_