

## KINESIOLOGY PRACTICUM DESCRIPTION

**Practicum Position Title: Adapted Physical Activity Assistant**

**Agency/Company: [University of Calgary, Active Living](#); APAK, KACS**

**Location: University of Calgary, Faculty of Kinesiology**

**Terms Available: Fall or Winter**

**Number of Positions: 1**

**Specified Schedule: Must be available Fridays from 4:45 – 7:45pm and Saturdays from 1:30 – 3:00pm**

### **Project Duties/Responsibilities:**

The *Adapted Physical Activity for Kids (APAK)* program offers children 4-14 years old with special needs the opportunity to gain independence and health benefits in an encouraging and understanding environment. Each child will work one-on-one with a volunteer, and will be offered a variety of activities to take part in. The 75-minute program is designed to introduce fundamental movement skills as well as develop existing skills in a fun environment.

The *Kids Adapted Climbing Series (KACS)* program is designed to introduce children with special needs to the challenges and rewards of indoor climbing. Each child will work one-on-one with a volunteer and participate in 45 minutes of climbing within a one hour block.

The practicum student will be asked to keep an academic reflection journal throughout the semester to document their experiences as the *Adapted Physical Activity Assistant*. The journal entries should be approximately 300 words long for each *APAK* and *KACS* session, and is reviewed at the mid-point evaluation. At the end of the term, the practicum student will prepare a presentation that summarizes the current best practices in the field (using qualitative research methods) and their personal experiences as the *Adapted Physical Activity Assistant* (using data from their journal entries). The presentation should be 10-15 minutes long and the student must submit their journal and their presentation notes at the conclusion.

The student will also have specific responsibilities for both the *APAK* and *KACS* program, which are outlined below:

### **APAK**

**Under strict supervision**, the practicum student will:

- Assist in the preparation of scheduled activities relating to the weekly theme. Themes may be related to any sport, such as basketball, and therefore activity preparation may include finding/creating a game that teaches basketball skills like dribbling, or one that uses modified basketball rules. The practicum student will help the instructor to set up the activities for the class, help to sign children in as they arrive to the program, and provide extra assistance to volunteers who may need an extra hand.
- Assist in the instruction of the *APAK* program:
  - The program runs two times per week, 75 minutes per session.
  - The practicum student's primary role will be to support the volunteers. This will involve working directly with children with physical and/or cognitive disabilities (2.5 hours per week of instruction).
- Communicating with the parents before and/ or after the *APAK* session.

- Planning and teaching games to the children (either on-on-one or in a group), with consideration of their unique needs and learning abilities.
- Step in if a volunteer is ill or if there are not enough volunteers to be paired on-on-one with the children.
- Assist with the facilitation of a training program for *APAK* volunteers by conducting a short literature review on one disability which will examine the effects of exercise and recreation for this cohort:
  - The training program occurs one week prior to the beginning of the *APAK* sessions, therefore the short literature review will be one of the practicum student's first roles.
  - The student will select the type of disability that they would like to review. The topic for review must be approved by the supervisor.

## **KACS**

**Under strict supervision**, the practicum student will:

- Assist with the execution of a successful climbing experience for the participants and volunteers.
- Help the instructor to set up for the class, help to sign children in as they arrive to the program, and provide assistance to volunteers who may need an extra hand. The practicum student will also be required to communicate with the parents before and/or after the KACS session.
- Assist in the instruction of the KACS program:
  - The program runs once per week, one hour per session.
  - The practicum student's primary role will be to act as a *Team Lead Volunteer* by supporting the volunteers and providing extra help where needed. This will involve working directly with children with physical and/or cognitive disabilities (1 hour per week of instruction).
  - Work with climbing staff to help identify the need for specialized equipment such as a chest harness or adaptive chair.
  - Receive training on how to belay children and, if comfortable, will step in if another volunteer is absent.
  - Communicate with the parents before and/or after the KACS session

**The following is a breakdown of allocation of a practicum student's time throughout the term:**

Journal/ Academic reflection	15%
Presentation	10%
Participation in the <i>KACS</i> program	25%
Participation in the <i>APAK</i> program	50%

### **Required Student Qualifications:**

- Completion of or registration in KNES 367 (Adapted Physical Activity)
- Police Information Check with Vulnerability Sector

### **Assets:**

- Experience working with people with disabilities is preferred
- Experience with top rope climbing is an asset

**On-Site Supervisor:** Heather Leitner, [hmlleitne@ucalgary.ca](mailto:hmlleitne@ucalgary.ca)

# Kinesiology Practicum Application

## Placement: [University of Calgary, Active Living](#); APAK, KACS

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

**AND**

- Initiate Online Police Check w/ Vulnerable Sector for UofC, KNES

### INSTRUCTIONS

- Contact the on-site supervisor to arrange an interview.
- Bring a copy of this application with the completed student portion to your interview to be completed by the On-Site Supervisor.
- 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

#### Practicum Term

Fall \_\_\_\_\_ (year)                       Winter \_\_\_\_\_ (year)                       Spring \_\_\_\_\_ (year)

#### Student Information

Name: \_\_\_\_\_ UCID: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_ @ucalgary.ca

Student Practicum Expectations: Why have you chosen this practicum placement? (1-2 sentences)

#### Code of Conduct

Students are responsible for compliance with the [University of Calgary's Code of Conduct](#).

- Yes    No   I have read and understood the University of Calgary's Code of Conduct.  
 Yes    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:

#### I agree that:

- No salary or payment will be received based upon my participation in a Kinesiology practicum placement
- I will meet the expectations of the practicum placement for which I am applying
- I will be punctual throughout my practicum placement and will adequately notify the On-Site Supervisor about any absence(s).
- I will complete 60-72 hours within the dates of the term.

Start Date (first day of lectures)                      End Date (last day of lectures)

\_\_\_\_\_

I agree with the above-mentioned terms and conditions.

Student's Signature: \_\_\_\_\_

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

### ON-SITE SUPERVISOR PORTION

Name: Heather Leitner                      Organization: University of Calgary, Active Living

Phone: \_\_\_\_\_                      Email: [hmleitne@ucalgary.ca](mailto:hmleitne@ucalgary.ca)

#### As the On-Site Supervisor, I agree that:

- No salary or compensation will be given to the practicum student
- I will provide sufficient hours, supervision, and guidance during this practicum placement
- I will complete a mid-point and final evaluation for the practicum student.

I agree with the above-mentioned terms and conditions.

On-Site Supervisor's Signature: \_\_\_\_\_

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

## **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: \_\_\_\_\_