

## KINESIOLOGY PRACTICUM DESCRIPTION

**Practicum Position Title: Health Promotion Assistant (Physical Literacy)**

**Agency/Company:** [Be Fit For Life](#)

**Location:** Faculty of Kinesiology (KNB 265), University of Calgary and various locations throughout Calgary

**Terms Available:** Fall or Winter

**Number of Positions:** 1

**NOTE: THIS PLACEMENT IS EQUIVALENT TO 3 HCE AND REQUIRES 15-18 HOURS/WEEK**

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

The *Be Fit For Life (BFFL) Network* is a provincial initiative comprised of nine regional centres, working in coordination to support a more physically active Alberta. The *BFFL Network* is supported by operational funding from the Recreation and Physical Activity Division of Alberta, Culture and Tourism and by additional project grant funding from Alberta Sport Connection and Sport Canada. Each centre is located within and works in partnership with a College or University across the province.

This placement will offer the following areas of focus:

1. **Community Outreach and Engagement:** Student will gain experience in facilitating, coordinating and evaluating community based education workshops, events and programming.
2. **Project Based Work:** *BFFL* often works on funded projects that reflect the current area of focus and/or need for physical activity, physical literacy interventions and resource development. The focus of project based work changes from year to year.
3. **Professional Experience in the Field of Health Promotion:** Students will gain experience in a professional setting that includes an office environment, community partnership work and meetings, communication skills and public speaking.

### **Required Projects:**

Given the dynamic nature of *BFFL*, student projects will reflect the current work of the Calgary *BFFL* and the *BFFL* Network. Project work will be determined at the beginning of the term. By the end of September or January (depending on the term), the practicum student will submit a 2 page double-spaced learning contract to the Kinesiology Practicum Office ([knespracticum@ucalgary.ca](mailto:knespracticum@ucalgary.ca)), Faculty Representative and On-Site Supervisor (which will provide a detailed outline of specific projects and their associated deadline dates).

### **PowerPoint Presentation**

Students are responsible for arranging an end of term PowerPoint presentation during the final week of practicum with their respective on-site supervisor/s and their team. Presentations should be approximately 20 minutes in duration and should include:

- Overview of practicum placement and population served
- Description of a typical 'day in the life' during your placement. Include pictures.
- Primary responsibilities/duties during placement and explain three examples of new, concrete knowledge gained (How have you translated theory/classroom learning into the workplace?)
- Summary of project. Give visual examples of what this project entailed (i.e. handouts or physical demonstration). Describe challenges, surprises and new learning associated with your project.
- Three personal observations/insights that you will retain from this opportunity.
- Is this career for you?

**Required Student Qualifications:**

- Completion of KNES 311 (Leadership Foundations)
- Completion of KNES 369 (Physical Activity, Health and Aging)
- Laptop

**Assets:**

- Police Information Check
- CPR and First Aid Certification
- KNES 331 (Foundations of Coaching)
- Access to vehicle

**On-Site Supervisor:** Leah Yardley, [leah.yardley@ucalgary.ca](mailto:leah.yardley@ucalgary.ca)

# Kinesiology Practicum Application

## Placement: [Be Fit For Life](#)

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> Leah Yardley	<b>Organization:</b> Be Fit For Life	
<b>Phone:</b>	<b>Email:</b> <a href="mailto:leah.yardley@ucalgary.ca">leah.yardley@ucalgary.ca</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: \_\_\_\_\_