

KINESIOLOGY PRACTICUM DESCRIPTION

Practicum Position Title: Safe Sport Practicum

Agency/Company: [WinSport](#)

Locations:

Canada Olympic Park – 88 Canada Olympic Road SW

Terms Available: Fall, Winter, or Spring

Number of Positions: 1

Specified Schedule: 5-6 hours/week (Fall and Winter), 10-12 hours/week (Spring)

Organization Description:

WinSport owns and operates Canada Olympic Park, operates the Bill Warren Training Centre at the Nordic Centre in Canmore, and helps fund the Olympic Oval. Each year WinSport welcome thousands of local, national and international guests and athletes. Our Sport team provides lessons, coaching and training for athletes of all ages and skills.

Practicum Duties/Responsibilities:

WinSport is on track to become the first infrastructure in Canada to receive a Safe Sport affiliation. Join our small and nimble team as they work to rollout Safe Sport across the organization. This practicum provides students with an opportunity to work with the Sport team in an area of focus, with project outcomes to support WinSport programming and expand the student experience.

Under the supervision of the on-site supervisor, the practicum student will:

- Assist with the creation of a change management and communication plan to roll out Safe Sport across the organization.
- Assist with the creation of an employee training plan to implement Safe Sport policies.
- Attend training sessions, orientations and meetings as required.
- Demonstrate a safe work practice at all times by adhering to all WinSport safety policy and procedures and ensuring one's own safety is preserved along with the safety of co-workers and WinSport guests.
- Be mindful of all safety hazards/concerns within the work environment and ensure all safety issues are reported to the appropriate individuals.
- Review all Occupational Health & Safety (OH&S) notices/meeting minutes as they are distributed within each department.

Required Student Qualifications:

- 3rd or 4th year Kinesiology student at University of Calgary
- Excellent interpersonal and communication skills
- Ability to provide engaging and effective guest service
- CPR and First Aid is an asset
- Demonstrated ability to take initiative and utilize innovation to meet deadlines

On-Site Supervisor: To be determined

On-Site Contact: Please contact Team & Culture Contact – Michelle Mungar Lumley

Email: mmungarlumley@winsport.ca

All applicants should submit a resume and cover letter indicating the position they are interested in to Michelle Mungar Lumley at mmungarlumley@winsport.ca.

Kinesiology Practicum Application

Placement: WinSport, Safe Sport Practicum

Students must have 60 units completed to qualify for a practicum, including 30 units of KNES
Students may participate in up to three practicums.

Submit together to
knespracticum@ucalgary.ca:

- Completed Practicum Application
- Confidentiality Agreement

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; 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: _____ Organization: WinSport

Phone: _____ Email: _____

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.

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: _____