



KINESIOLOGY PRACTICUM DESCRIPTION

Practicum Position Title: Program Assistant

Agency/Company: [Autism Aspergers Friendship Society \(AAFS\)](#); Active Life & Arts and Media Specialized Programs

Terms Available: Fall, Winter, Spring **Number of Positions:** 8-10

Specified Schedule: In order to meet the required hours, **programs may need to be combined to fulfill 60-72**

hours (5-6 hours / week for 12 weeks in Fall & Winter Terms / 10-12 hours / week for 6 weeks in Spring Term).

Practicum hours must be completed within the term dates. When confirming the position, confirm the programs you will be working. The program may start before the term or run later than the end of term, in which case you may volunteer for those hours if you wish.

Please discuss your schedule with AAFS, here is an example schedule:

- **Movie Project - Saturdays 10:30am - 4:30pm** 10 sessions = 65 hours total January 10 - March 21 @ AAFS South Clubhouse 220 - 8228 Macleod Tr SE
- **Screenwriting - Mondays 6:00pm - 9:00pm** 8 sessions = 24 hours total February 2 - March 30 @ AAFS South Clubhouse 220 - 8228 Macleod Tr SE
- **Dungeons and Dragons - Wednesdays 6:00pm - 9:00pm** 8 sessions = 24 hours total - January 14 - March 4 @ AAFS South Clubhouse 220 - 8228 Macleod Tr SE
 - Program also runs **Wednesdays 6:00pm - 9:00pm** 8 sessions = 24 hours total March 25 - May 13 @ AAFS South Clubhouse 220 - 8228 Macleod Tr SE
- **VAULT - Mondays - Fridays 8:30am - 3:30pm** ongoing each week throughout the winter @ AAFS South Clubhouse 220 - 8228 Macleod Tr SE
- **After School - Mondays - Fridays 2:30pm - 6:30pm** ongoing each week throughout the winter @ AAFS South Clubhouse 220 - 8228 Macleod Tr SE

Project Duties/Responsibilities:

The *Active Life and Arts and Media* Specialized Programs (run by AAFS) are a series of recreational programs for people with, but not limited to, a lived Neurodiverse life with a focus on fitness. There is roughly a 1:2 ratio (1 staff or volunteer for every 2 participants). The programs provide opportunities to learn and grow in a physical manner. Including drills and scrimmages amongst participants and staff. The practicum student will work directly with a group of 4-5 AAFS participants with Autism Spectrum Disorder (ASD). The programs are weekly, and the total group is comprised of 12-20 participants.

Practicum students will coach and facilitate programs for the participants. The programs aim to provide opportunities for friendship and social interaction while helping youth improve their:

- **Fitness:** Practicum students will guide participants through a circuit workout, modelling exercises and modifying movements for those with mobility issues, and encouraging the athletes.
- **Mindfulness:** Practicum students will assist the coaches in leading relaxing stretching; this will entail modelling poses for the participants and giving guidance to get into poses if needed. It will also include encouraging and modelling relaxed breathing, focus and relaxation.
- **Teamwork and Friendship:** Students will encourage participants to communicate and work together; this will include modelling an encouraging attitude and stepping back, whenever possible, to allow participants to interact among themselves to build friendships with each other.

Required Student Qualifications:

- Completion of KNES 367 (Adapted Physical Activity)
- Police Check with Vulnerable Sector Check
- First Aid

Assets: Experience with fitness and/or sport coaching

On-Site Supervisor: Ken Brandcyn kbrandcyn@aafscalgary.com

Kinesiology Practicum Application

Placement: Autism Aspergers Friendship Society (AAFS)

Requirements:

- Students must be a current Faculty of Kinesiology undergraduate student in good academic standing with 60 units completed, including 30 units of KNES courses
- Students may participate in up to three different practicums (one per term) with no prior personal, work or volunteer relationship with the organization

Yes No I have read and understood the criteria Yes No I meet the criteria for this practicum

Submit together to
knespracticum@ucalgary.ca:
 Completed Practicum Application
 Confidentiality Agreement
Submit to AAFS:
 Police Check w/ Vulnerable Sector

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; 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) associated with this practicum (work, volunteer or personal)?

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: Autism Aspergers Friendship Society of Calgary

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 (60-72 hours) within the term dates above, and spread evenly throughout the term (approx.. 5-6 hrs/wk in Fall and Winter / 10-12 hrs/wk in Spring)
- I will complete a mid-point and final evaluation for the practicum student
- I will provide sufficient supervision, and guidance during this practicum placement
- I will send any changes / updates to knespracticum@ucalgary.ca for approval / updating
- 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: Autism Aspergers Friendship Society of Calgary (AAFS)

(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 WHEROF, the parties have duly executed this Agreement effective as of the day and year first written above.

Agency

Signed: _____

Student

Signed: _____

Print Name: _____

Print Name: _____

Title: _____

Date _____

Date: _____