

## KINESIOLOGY PRACTICUM DESCRIPTION

**Practicum Position Title:** Youth Program Coordinator

**Agency/Company:** YMCA Calgary

**Website:** <https://www.ymcacalgary.org/>

**Locations (please indicate which location you are applying for):**

**Brookfield Residential YMCA at Seton** 4995 Market St SE

**Shawnessy YMCA** 400 – 333 Shawville Blvd SE

**Remington YMCA in Quarry Park** 108 Quarry Park Rd SE

**Saddletown YMCA** 180 – 7555 Falconridge Blvd NE

**Melcor YMCA at Crowfoot** 8100 John Laurie Blvd NW

**Schedule:** TBD according to the Organization (mid-afternoon, evening, weekend) and the Practicum Student's schedule (5-6 hours / week for 12 weeks in Fall & Winter Terms and 10-12 hours / week for 6 weeks in Spring Term)

**Terms Available:** Fall, Winter or Spring

**Number of Positions:** 3

### Organization Description:

Since our inception in 1902, YMCA Calgary has evolved into a vibrant charity offering health and wellness programs, leadership and community outreach programs, childcare, and day and overnight camps.

### Project Duties/Responsibilities:

As a practicum student under the guidance of the Youth Supervisor, you will play a vital role in delivering engaging and impactful programs for youth in Grades 6-9. You will have the opportunity to work directly with youth, fostering a sense of respect, belonging, learning, and fun through a variety of activities.

- **Program Support:** Assist in facilitating Calgary Flames Grade 6 programs, including intramurals, arts and crafts, health and fitness classes and esports.
- **Leadership Development:** Support Grade 7-9 Alumni Leadership Programs by facilitating sessions on life and leadership skills such as communication, discrimination awareness, volunteering, interview practice, cultural appreciation, nutrition, physical literacy, financial literacy and many more topics.
- **Youth Engagement:** Build positive relationships with participants by creating a welcoming and inclusive environment through fun icebreakers, team-building activities, and interactive learning.
- **Event Management:** Assist with organizing and running events, ensuring that programs are safe, well-prepared, and meet YMCA Calgary's standards of excellence. As well as establishing a collaborative relationship with YMCA volunteers.
- **Project Opportunities:**
  - Develop lesson plans for intramural sports, arts and crafts, and Alumni Leadership
  - Develop a plan for a youth centered special event, and execution of the event
  - Develop a resource for volunteers and staff (activities, games, behavior management techniques)

### Required Student Qualifications:

- Enthusiastic about working with youth and empowering them through the power of sport.
- Creative, organized, and able to take initiative.
- Strong communicator with an ability to engage and inspire.
- Police Information Check with Vulnerable Sector Check (issued within the last 12 months)

**Contact:** Matthew Bayliff [matthew.bayliff@ymcacalgary.org](mailto:matthew.bayliff@ymcacalgary.org) (Supervisor will be assigned per location)

**Placement:** Calgary YMCA **Category:** Health Promotion

## 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 organization:**  
☐ Police Check

## 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

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

### ON-SITE SUPERVISOR PORTION

<b>Name:</b>	<b>Location:</b>
<b>Phone:</b>	<b>Email:</b>
<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 (60-72 hours) <u>within</u> 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)</li> <li>I will complete a mid-point and final evaluation for the practicum student</li> <li>I will provide sufficient supervision, and guidance during this practicum placement</li> <li>I will send any changes / updates to <a href="mailto:knespracticum@ucalgary.ca">knespracticum@ucalgary.ca</a> for approval / updating</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: \_\_\_\_\_

2500 University Drive N.W., Calgary, Alberta, Canada T2N 1N4