

### Bachelor of Physical Education and Coaching: Fieldwork Placement Commitment Form

To confirm the availability of a fieldwork placement with your organization, please fill in the following:

|   |   |  |
|---|---|--|
| <b>School/Organization Name:</b>  | <b>Fieldwork Supervisor Name:</b>   | <b>School/Club Administrator Name:</b> |
| <b>Mailing Address:</b>   | <b>Contact Information:</b>   |  |
|   | Phone:<br>Email:<br>Fax:  | Phone:<br>Email:<br>Fax:               |
| <b>Level of School/organization:</b>  | <b>Placement Environment:</b>   |  |
| <input type="checkbox"/> Elementary<br><input type="checkbox"/> Middle School<br><input type="checkbox"/> Secondary<br><input type="checkbox"/> Sport Club<br><input type="checkbox"/> Recreation Facility<br><br>Number of years teacher has taught: _____ | <input type="checkbox"/> PE<br><input type="checkbox"/> Classroom (elementary)<br><input type="checkbox"/> Science/Biology (middle/secondary)<br><input type="checkbox"/> Coaching Recreation (schools)<br><input type="checkbox"/> Coaching Elite (sport clubs)<br><input type="checkbox"/> Recreation programming<br><br>If Coaching environment is checked above, number of years teacher has coached: _____ |  |
| <b>Summer contact information:</b>  |   |  |
| If we need to contact you in the summer, please let us know the best method:  |   |  |
| ___ I check my previously listed email in the summer  |   |  |
| ___ I use a different contact phone number/email in the summer. Please list below:  |   |  |
| Summer Phone:   |   | Summer Email:                          |

#### Placement Information:

Please check the following to assist us in placing students appropriately at your site. For a description of student expectations in each academic year, please see reverse.

|   |   |
|---|---|
| I am willing to take students in: (check one or more)<br>___ Winter (January – April)<br>___ Fall ( September – December)<br>___ Willing to take students on an ongoing basis | I am willing to take: (check one or more)<br>___ 1 <sup>st</sup> year students<br>___ 2 <sup>nd</sup> year students<br>___ 3 <sup>rd</sup> year students<br>___ 4 <sup>th</sup> year students |
| I am willing to take: (check one)<br>___ one student per semester<br>___ two students per semester (two is the maximum placement allowed per site supervisor)                 |   |
| Note: if there is more than one site supervisor at your school/club, please submit a commitment form for each supervisor.   |   |

**I understand there are a limited number of students and this commitment form does not guarantee a placement.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

|  |  |
|--|--|
| <b>Please send this completed form to Winnie McKitrick, BPEC Fieldwork Placement Coordinator</b> |  |
| By email attachment to:  | <a href="mailto:mckitrw@douglas.bc.ca">mckitrw@douglas.bc.ca</a>   |
| Or fax to:   | 604-527-5032   |
| Or mail to:  | Winnie McKitrick, BPEC Fieldwork Placement Coordinator<br>Sport Science, Douglas College, PO Box 2503, New Westminster, BC V3L 5B2 |

# QUICK FACTS about the Bachelor of Physical Education & Coaching Fieldwork Placements

## How long are fieldworks?

The students in the Bachelor of Physical Education and Coaching degree program at Douglas College are required to do a 15-hour supervised volunteer placement in the following environments: physical education, coaching, science/biology and classroom (student's complete one fieldwork placement in each of their eight academic terms). If you are a coach, teacher, program leader, or individual who works teaching or coaching children, our students may be able to work along with you.

## What are my responsibilities?

The fieldwork model is based on experiential learning, there is no supervision or visitation from College Faculty and the course is graded on a Mastery basis. As a fieldwork site-supervisor, your responsibility will be to:

1. Commit to taking student(s) in either the Fall or Winter semester, or both.
2. Once a student is assigned to you, make yourself available for an initial meeting (approximately 1 hour) to get to know your student and determine the goals and schedule for the fieldwork.
3. Work with the student to review and provide comments on four assignments and provide ongoing feedback to ensure that their experience is a positive learning one and meets the stated goals of that level of program and student.
4. Evaluations: (a) At the middle of placement complete informal midterm discussion with student and (b) at the end of the semester, fill in a two-page student evaluation and submit to the College.

## What can I expect of students?

All students have had a criminal record search completed and have an active First Aid /CPR certification. Student experiences fall across four years of the Bachelor's Degree and the expectations placed on them relate to their current year and the learning outcomes of that placement. Each student completes 4 assignments: (1) administrative paperwork, (2) worksheet on assigned topic, (3) leadership planning, implementation and evaluation (4) observation and self reflection on emotional intelligence factors. Student expectations are more fully described in your fieldwork handbook when you become a site supervisor.

| Year            | Sample learning outcomes by Year   |
|-----------------|--|
| Year 1 students | <ol style="list-style-type: none"><li>1. Demonstrate respectful communication practices.</li><li>2. Analyze the individual roles and responsibilities present in a learning activity.</li><li>3. Implement directions and follow orders related to assigned tasks.</li><li>4. Plan and lead a intro activity or warm-up with support of mentor</li><li>5. Reflect on his or her ability to follow directions.</li></ol>  |
| Year 2 students | <ol style="list-style-type: none"><li>1. Demonstrate respectful communication practices.</li><li>2. Analyze the organizational components of a learning activity including: group size, environment, policies and procedures.</li><li>3. Design a drill or activity for a target audience with the support of a mentor.</li><li>4. Implement a learning activity with support.</li><li>5. Reflect on the successes and short-comings of an implemented activity.</li></ol> |
| Year 3 students | <ol style="list-style-type: none"><li>1. Demonstrate professional characteristics related to the preparation and implementation of single sessions.</li><li>2. Create and perform a networking task with one contact in the field</li><li>3. Design, implement and evaluate one session or lesson.</li><li>4. Demonstrate an understanding of unit planning or monthly plans via discussion</li></ol>  |
| Year 4 students | <ol style="list-style-type: none"><li>1. Demonstrate personal and professional networking skills.</li><li>2. Analyze personal leadership styles and group management processes.</li><li>3. Design, implement, evaluate one lesson or session with focus on group management</li><li>4. Demonstrate an understanding of annual plans or yearly curricular plans</li></ol>   |

## How many students are there?

Each term, there are approximately 140 student placements needed. We try to determine these placements in June for September placements, and November for January placements. For more information, see [www.douglas.bc.ca/sportscience](http://www.douglas.bc.ca/sportscience)