

# Human Ecology Practicum Program

Overview  
2021

DEPARTMENT OF HUMAN ECOLOGY

# Community Partners

(Winter 2021)

- Boys & Girls Clubs Big Brothers  
Big Sisters of Edmonton & Area
- Community Health  
Empowerment & Wellness  
(C.H.E.W.) Project OUTpost
- Eden Textile
- Edmonton Community Legal  
Centre
- Edmonton Garrison Military  
Family Resource Centre
- Lori Elms Design Group
- NSTEP Edmonton
- REACH Edmonton Council
  - and Canadian Municipal Network on  
Crime Prevention
- Sage Seniors Association
- Terra Centre for Teen Parents
- The Family Centre
  - Success Coach Program
- University of Alberta
  - U of A Museums
  - Student Services, Faculty of  
Agricultural, Life & Environmental  
Sciences

# Practicum Goals

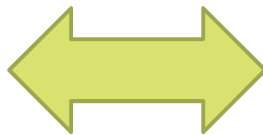
- Provides a practical learning experience that helps students:
  - apply and further develop their knowledge and skills,
  - explore their field of practice, and
  - transition with confidence into professional work.
- Fosters a mutually beneficial link between the students, community, and university.



# Exchange

## Students:

Quality work  
Fresh ideas  
Energy & enthusiasm



## Placement Site:

Meaningful work  
Networking  
Guidance & mentoring



Guidebook Pages 7 - 8

# Requirements

- Supervised by a professional
- 200 hours, non-paid
  - Winter term
    - 16 hrs/week for 13 weeks
  - Spring term
    - Full-time for 5-6 weeks
- Independent project
  - Part of the 200 hours
- Site visit (virtual)
- Weekly seminar (online)
  - 2 hours in addition to site hours
- Final Reflections



# Independent Project

## Examples:

- **Programming**
  - Needs assessment, planning & development, implementation & facilitation, evaluation
- **Public Relations & Marketing**
  - Advertisements, eCommerce support, newsletters, media releases, special events, public-service announcements
- **Writing**
  - Educational materials, position papers, policy briefs, fact sheets, articles, training/orientation manuals and quiz
- **Client/Customer Service**
  - Client intake, case management, consultations (e.g., wardrobe)
- **Research**
  - Market research, environmental scans, policy analysis, trend forecasts, sales analysis, artefact documentation
- **Design & Product Development**
  - Completion of reports on textile testing, space planning & materials selection
- **Visual Communications**
  - Merchandising displays, exhibit planning, virtual inspiration/story boards, PowerPoint presentations, videos

# Placement-Site Responsibilities

- Introduce student to nature of the site and co-workers
    - In person and/or virtual
    - Health and safety re: pandemic
  - Provide meaningful work
  - Guide and mentor student:
    - regular meetings
    - review learning goals
    - provide feedback
  - Inform Practicum Coordinator of significant changes at the site
    - Re: public-health protocol
  - Participate in site visit
  - Evaluate student performance:
    - midterm and final
- Provide a safe, positive, and respectful workplace



# Student Responsibilities

- Contribute positively to the placement site through **responsible, dependable, competent, and ethical work**
  - Ready to shift between in-person and virtual activities
- *COVID-19 Student Placement Information Advisory*
  - AHS self-assessment for on-site days
  - If ill, follow public-health & self-isolation guidelines.
    - Tell supervisor and practicum coordinator.
- Set and update Learning Goals
- Weekly eClass:
  - Maintain weekly log sheet
  - Participate in peer group Discussion Forum
- Complete 200 hours, including independent project
- Arrange and host site visit (e.g., virtual)
- Final Reflections





# University Responsibilities

- Arrange placements.
- Conduct orientation meeting.
- Provide guidance and support for pandemic-related issues.
- Maintain on-going contact with participants through:
  - phone calls, emails, video chat
  - online seminar
- Site visits.
- Evaluate Final Reflections.
- Ensure all requirements are met.
- Arrange for liability insurance coverage for students.



# Evaluation

- Credit / No Credit
- Midterm & Final evaluations
  - Forms on pp. 19-26
  - Five main criteria:
    - quality of work
    - work habits
    - knowledge & skills
    - relations with others
    - goal setting and achievement
- To pass, students complete:
  - 200 hours of fieldwork
    - Independent project
  - eClass seminar participation
  - Final Reflections
  - Evaluations of site



Guidebook Pages 17-28

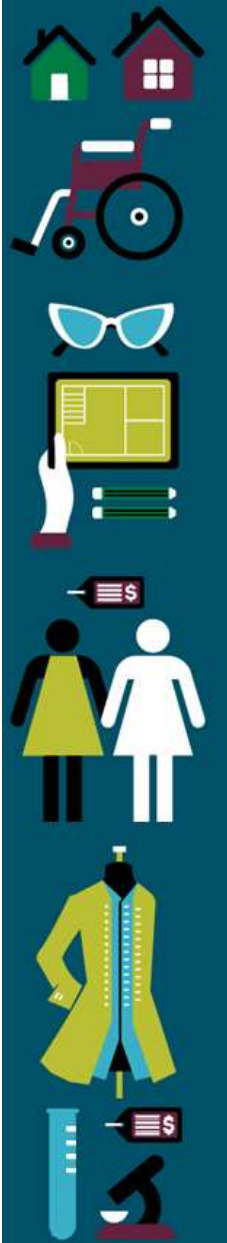
# Ethics



- Confidentiality
- Recognition of qualifications & limitations
- Identification as practicum student
- Accurate & reliable work
- No conflicts of interest
- No sexual misconduct or harassment
- Self-awareness & monitoring
- Ethical guidelines specific to the placement site

# Liability Coverage & Expenses

- Liability
  - Sites: Expected to provide a safe work environment and to have liability insurance to cover their own employees.
  - University:
    - Provides liability coverage to practicum students.
    - Student Affiliation Agreement.
- Expenses
  - Reimbursement for direct expenses incurred while carrying out practicum work (e.g., travel costs, materials costs).
    - Discuss costs and reimbursement arrangements in advance.
- Tokens of thanks
  - Practicum is non-paid.
  - Small tokens of thanks/honorariums are acceptable.



# Questions? Concerns?

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