This document serves as an example of a practicum plan. This initially serves as a proposal that the student makes to gain approval for their practicum experience. They may not begin collecting hours of their practicum until the student, instructor and department chair approves the proposal.

The proposal/plan should include: a detailed description of the position they will hold, including times they will be conducting the work; contact information of their immediate supervisor; and the learning objectives plan (see below).

The practicum must be 60 hours of work, which includes entirely “clocked in” or contact time. The 60 hours does not include time spent on projects or work that is required for the position. For example: teaching a one hour lesson of Nordic skiing is included as part of the 60 hours; planning out the lesson is not. The 60 hours ideally is client/guest/student contact time. Each practicum will be different, so it is important to be very clear in your proposal what your duties are and how much time you will be spending conducting those responsibilities. It is not unusual for students to work more than the 60 hours.

Practicums may be paid or volunteer positions.

Please provide your Proposal using the format outlined below as an example. Fill in the top portion with your information. Please delete any “example” text or instructions given in each section before submitting your proposal. You will find examples of requested information for each section and preferred formatting.
TITLE: OL 280 Practicum in Outdoor Leadership

Student: ID: Term:

Instructor: Russell, Jessica Credits: 2 (60 hours) Grade: P/NP

Position Description:

Please list out:

1. the organization you will be working for. Ex. Sunriver Resort Challenge Course
2. your supervisor and their contact info ex. Smith, Josey Recreation Services Director 541-xxx-xxxx j.smith@sunriverresort.com
3. your supervisor should be someone who will actually observe your work with clients, not just the “boss”
4. a brief description of your position and its responsibilities (should be listed as specifics as these will be used in the “how” section of the proposal), including general idea of schedule.
   Job Title: Sunriver Challenge Course Supervisor
   Ex. I will manage the ropes course, including overseeing staff and gear, and act as a staff on the ropes course.
   Responsibilities:
   Designing and delivering staff training; manage equipment used on course; design and facilitate daily programs for Sunriver Resort guests

Learning Objectives: these should be detailed and specific. Consider what you want to gain from the experience and articulate that intention into a solid statement. Begin by asking what you will gain that might compliment specific learning outcomes from your courses. Think about and use specific concepts and language from your OL 273 and OL 271 courses. You should include 5-7 total; see below for examples.

1. Learn how to allow for flexibility in the order and structure of the daily schedule to be able to incorporate unplanned learning.
   a. ex. take advantage of learning experiences, even though they are not necessarily part of the curriculum
2. Learn how to read group dynamics and be able to incorporate flexibility in implementation of activities and facilitation tools.
   a. ex. be able to read whether or not the group needs team building or adjustments and have a variety of games or activities to choose from
   b. ex. be able to adjust facilitation techniques based on group dynamics and appropriate leadership styles
3. Gain experience in assessing and mitigating risks for the challenge course.
Outdoor Leadership Practicum Proposal template

a. ex. be able to assess abilities of participants and choose appropriate activities in regards to the individual’s perspective of risk
b. ex. be able to use equipment appropriately to provide safety during activities
c. ex. be able to develop and provide training to others about appropriate use and maintenance of challenge course gear

4. Develop positive/practical decision making capabilities in regards to risk management
   a. ex. when or when not to use specific elements or games due to wear and tear on equipment or physical capabilities of participants

**How learning objectives will be achieved:** identify each responsibility listed above, include a description of what you will do to fulfill this responsibility, and how this specific work will connect to each of your learning objectives. 5-7 total.

For example:
1. Design and deliver staff training: I am responsible for designing and providing staff training around Sunriver Resort’s policies and procedures overall, specific risk policies and decision making used on the Challenge course specifically, how to set-up and operate high rope activities, and facilitation of low rope activities. Completing these steps will aid in my ability to meet my risk management learning objectives.

**Evaluations:** include any specific methods or means by which you will demonstrate what you learned. The instructor will provide the most input in this section. It is recommended that you include anything that you would be interested in doing here for instructor consideration. Do not cut and paste from this template. # 1-3 are required by all students, whereas # 4-6 are just examples. Students should provide at least 2 evaluation methods for themselves (this would give a total of at least 5 evaluation pieces).

Please be creative and use evaluations that suit your learning best. Student created evaluations must focus on reflection and demonstrate learning that occurred and assessing whether learning objectives were met or not, why/how this occurred, and what connections can the student make to their future (what happened?, so what?, now what?)

1. Group Practicum debrief (typically scheduled for a term after completion of practicum duties, but not necessarily completion of the requirements).
2. Documentation of logged “client contact hours”
3. Formal and written Supervisor Evaluation (this should be from the person who is listed as your supervisor in the first section of the proposal, not just somebody who works at the same organization. They must actually observe your work with clients.)

**Examples of student created evaluation methods:**
4. Presentation of key learning points to an appropriate forum
5. Present a Self-Reflection paper (2-3 pages) of learning experience. (Student should include in the second section some direct method of capturing thoughts, observations, etc for Self-Reflection piece.)
6. Provide a video of facilitating groups on the challenge course, including a commentary of pluses and deltas in facilitation techniques.