BLACKBOARD TECHNOLOGY WILL BE UTILIZED FOR THIS COURSE

I. RATIONALE:

The guided practicum affords the opportunity to apply theory to practice, and is an essential component of many academic programs. The practicum also helps students better understand the world of human services work and to grow personally.

II. INSTRUCTIONAL GOALS:

GOAL A:
The student will complete a guided practicum for a minimum of 120 hours.

Learning Outcomes: The student will:

A-1 Establish and maintain a schedule for work with the placement agency.
A-2 Develop a learning contract specific to the placement agency in conjunction with the agency supervisor and course instructor.
A-3 Perform duties/tasks consistent with professional and ethical guidelines.
A-4 Maintain a written log to document hours worked.

GOAL B:
The student will develop an understanding of the placement agency.

Learning Outcomes: The student will:

B-1 Describe the agency's mission.
B-2 Analyze current census and demographic data.
B-3 Describe the major policies and procedures of the agency related to agency administration.
B-4 Describe the organizational structure and governance of the agency.
B-5 Identify the funding sources for the agency.
B-6 Explain the relationship between the agency and other agencies in the Human Services.
B-7 Analyze current strengths, trends and challenges within the placement agency.
B-8 Describe his/her role in the agency.
GOAL C:
The student will demonstrate self-awareness in the process of becoming a Human Services administrator.

**Learning Outcomes:** The student will:

C-1 Analyze his/her strengths and needs related to the performance of the duties of a Human Services administrator.
C-2 Develop and implement a plan for self-improvement based on his/her analysis.
C-3 Analyze and communicate his/her experiences as an intern using reflective processing techniques.

GOAL D:
The student will receive supervision and feedback from agency personnel and course instructor.

**Learning Outcomes:** The student will:

D-1 Establish regular meetings with the agency supervisor.
D-2 Request periodic evaluations from the agency supervisor, to include a formal written evaluation at the conclusion of the practicum.
D-3 Participate in a site visit by the course instructor.
D-4 Attend and participate in scheduled course meetings.

GOAL E:
The student will use appropriate written and oral communication skills.

**Learning Outcomes:** The student will:

E-1 Communicate information orally in a logical and grammatical manner.
E-2 Present written information using standard APA style.