

### **Community Leadership Placement Contract**

The community leadership placement is an exciting opportunity to apply learned theory and course work in a vocational setting. This contract is intended to imply the importance of the three-way relationship necessary for this opportunity between the student, host organization and the School of Physical and Health Education at Nipissing University. Please ensure you are clear of the roles and responsibilities expected, in signing this contract you are accepting its terms including placement with the host organization detailed within.

#### **The student agrees to:**

- Complete placement hours within an approved sponsoring organization or program/project within the community;
- Conduct yourself accordingly, responsibly, and professionally in all aspects of your placement including attitude, manners and appearance;
- Inform yourself of your duties and expectations as assigned by your host supervisor;
- Act as a physical and health education student well within your scope of abilities and training. Ensure you are not given duties or take on responsibility beyond this scope of abilities. Immediately tell your host supervisor if you are or find you are uncomfortable with completing an assigned task.
- Be flexible to situations as they arise.
- Acknowledge there are risks with everything you do, take every step possible to avoid and minimize these risks for yourself as well as notify your host of any potential concerns you may have;
- Fulfill the initial agreement made with the host organization including the organizations policies and procedures and any other arrangements required due to the nature of the placement (i.e. confidentiality, dress code, time commitment, etc.);
- Recognize that your actions impact your own performance and evaluation in this placement and represent the reputation of the BPHE program, your host organization, and Nipissing University in the community.

#### **The host supervisor agrees to:**

- Support the Physical and Health Education program in providing relevant practical experiences appropriate for a student's level and abilities;
- Provide adequate orientation, training, and supervision to ensure a safe and healthy working environment;
- Ensure students are welcomed and treated with respect and fairness;
- Available as a resource for student;

- Provide ongoing feedback and complete final evaluation of student as required to obtain credit for this required core course;
- Discuss ongoing concerns with placement officer before any disciplinary action or dismissal.

**The Physical and Health Education Program agrees to:**

- Develop, maintain and promote placement opportunities that complement the curriculum of the Physical and Health Education program;
- Establish links with community partners so to advance shared goals with the School of Physical and Health Education in increasing the health and wellness of our communities;
- Provide pre-placement orientation sessions to prepare students for host expectations;
- Ensure students have obtained the necessary requirement such as a criminal record check, first aid and CPR, any other placement specific requirement as directed through the placement risk management plan;
- Support, communicate and provide resources in partnership with our host supervisors;
- Address any issues/concerns that may arise during placement.

Placement Description

Host Organization: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Supervisor Title: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Anticipated Start Date: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_

Student Information

Student Name: \_\_\_\_\_

Student ID: \_\_\_\_\_ Course Code \_\_\_\_\_

Email: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Please return completed contract to:  
Jennifer Buell, BPHE Placement Officer, A112B,  
Nipissing University  
jenniferb@nipissingu.ca