

COMMUNITY LEADERSHIP PLACEMENT: SELF-INITIATING PLACEMENT

PLACEMENT CONSIDERATIONS

Students benefit from two placement opportunities in the PHED program. During the 2020/21 academic year, **students are expected to explore placements that may not have been their first choice.** Options will be limited due to COVID 19 restrictions, and there is value to be found in the experience of all placements.

Step 1: **What areas are you interested in?** Which of the following categories:

- Allied Health/Clinical
- Physical and Health Education
- Health Promotion
- Sports Marketing/Sport Event Management
- Coaching/Training
- Fitness/Wellness

Step 2: **Demographics:** What age demographic are you hopeful to work with:

- Preschool aged children
- Children (primary/junior level)
- Teenagers (junior/intermediate level)
- Special Populations (special needs)
- Adults (post-secondary level)
- Seniors
- Community Support Groups
- No preference

Step 3: **Research.** Make a list of business/organizations that match your preferences you indicated in Steps 1 and 2. Be open to places you may not have as your top choice as they may be valuable opportunities. You should reach out to multiple places in the top 3-4 preferred areas of interested.

Step 4: **Contact Information.** Make a list of addresses, phone numbers and emails for the potential placements. Start by phoning the business/organization first:

- “Good Morning/Afternoon. Could you please direct me to *>the owner, manager, person in charge, insert name if you know it etc. <?*”
- “Hello my name is *>introduce yourself<* and I am an upper year student with the Bachelor of Physical and Health Education Program at Nipissing University. Part of our requirement is to complete 50 hours of work placement. I’m interested in *>business/organization name<* and am hopeful you would consider taking on a placement student for the 2020-2021 academic year”.
- Pause and allow them to discuss. Key points to mention:
 - Placement can be in person or virtual
 - 50 hours are extremely flexible and can happen anytime between September 8 – April 13 after approved by the Placement Coordinator
 - Placement host requirement is to help support student during the 50 hour placement and to complete an evaluation form upon completion.
 - If more information is required, let the person in charge know that you will email them with full details *>ask for email address<*. Connect with your Placement Coordinator (mylaer@nipissingu.ca) for appropriate information, and cc the Placement Coordinator in all communications.
- Not interested: “Thank you so much for taking time to speak with me and for your consideration. I hope you have a great day. Be well.”

- Interested: “Thank you for your consideration. I truly believe this opportunity will assist me with my academic and career goals. Could you please provide me with your email so I can send you our Request Form? This form is needed by our Placement Host in order to view the details of the placement, and to approve this opportunity. I will cc the Placement Coordinator in the correspondence so you have their contact information as well.”
 - Be sure to connect with your Placement Coordinator (mylaer@nipissingu.ca) to ensure you have all the appropriate information for your host, and cc your Placement Coordinator in all communications.

PLEASE NOTE: Some phone conversations may lead to a request for an interview. This is not uncommon, and you should prepare for this possibility. Ask the host if they would like to conduct the interview in person, or via phone. They may do it on the spot, or choose an alternate date/time.

If the host requests an in-person interview, ask them what COVID-19 measures they have in place. Masks would be mandatory, but some places may have a ‘call-in’ system to announce your arrival etc.

Be prepared. If you have any questions or concerns, please reach out to your Placement Coordinator (mylaer@nipissingu.ca) for support.

THINGS NOT TO DO:

- Do not accept any form of compensation for placement. These are not work studies, and are intended to provide you opportunity to be mentored by a professional in your areas of interest.
- Do not reach out to places you have been employed with, have volunteered with, or have been placed with previously unless the duties and responsibilities are significantly different than your previous experience. The intention is to expose yourself to new opportunities.

REMEMBER!

No placement involvement can begin until the location has been approved by your Placement Coordinator and all clearance documents have been verified.

All questions should be sent to the Placement Coordinator directly > mylaer@nipissingu.ca < and if the coordinator is unavailable, connect with Dr. Graydon Raymer, Directory School of Physical and Health Education at graydonr@nipissingu.ca.

Full program details: <https://clp.nipissingu.ca>