



## Justice Institute of British Columbia COURSE OUTLINE

<b>Course Code:</b>	<b>ABLD150</b>
<b>Course Title:</b>	<b>Workplace Based Practicum</b>
<b>Prerequisite Courses:</b>	ABLD110, 111, 112, 113, 114, 115, 116, 117, & 118
<b>School:</b>	Community and Social Justice
<b>Division/Academy/Centre:</b>	Centre for Aboriginal Programs & Services
<b>Previous Course Code &amp; Title:</b>	Same
<b>Course First Offered:</b>	February 2009

<b># of Credits:</b>	<b>3</b>
----------------------	----------

### Course Description:

The focus of the practicum is the application of the skills and knowledge acquired in the first year of the program. The first year focuses on writing skills, Aboriginal worldviews and perspectives, leadership and management development, ethics and mentoring practices. This practicum will require the learners to integrate their newly acquired skills to support personal and professional growth by applying it in a work environment. Learners will be required to document and illustrate their learning. This 42 hour practicum has been developed to provide a meaningful field experience to the Aboriginal Leadership learners.

In consultation with the CAPS Program Director, the learner will document his/her application of the skills and knowledge. This is one of the evaluative components of the practicum. Learners are responsible for obtaining a mentor and practicum placement although the CAPS team can advise. Learners may elect to complete the 42 hour practicum either in their current or an alternative work environment or may elect the Prior Learning Assessment Recognition (PLAR) option.

The PLAR option gives you the chance to write an extended paper that demonstrates the ways in which you have integrated the Aboriginal Leadership Certificate Program's objectives within real life situations. These real life situations can include personal or professional situations.

### Course Goal(s):

The goal of the practicum is to provide the learner with the opportunity to apply the skills and knowledge acquired in the first year in "real world" situations, while experiencing the process of leading, managing and being a team member.



**Learning Outcomes:**

Upon completion of this course learners will be able to:

- To apply theory and tools to demonstrate effective management practices.
- To apply theories and concepts to maximize the effectiveness and the performance of the organization and community.
- To apply key human resource concepts.
- To apply the basic skills in leading organizational change.
- To manage the dynamics of group conflict.
- To use cooperative or collaborative approaches to solve conflicts or conduct negotiations
- To create structures that will maximize personal and organizational wellness.
- To manage a project to successful completion—effectively, on time and within budget.
- To identify their philosophies of leadership, to refine their values and to identify the appropriate ethical behavior expected of leaders.
- To write and present to a variety of audiences.
- To analyze financial information, extract the relevant information, make sound financial decisions and interface with accounting professionals and financial managers in a confident and effective manner.
- To research, organize and create a variety of effective written communication documents.

**Course topic or content:**

The course topics and content will vary from learner to learner. The focus of the practicum will be dependent on the agreement between the employer, the learner and the program supervisor.

**Text and Resource Materials:**

**Required:**

ABLD150: Practicum Manual

**Course Level:**

<b>X</b>	First Year		Second Year		Third Year		Fourth Year
	Other (describe):						

**Equivalent Course(s) within the JIBC:**



**Class Delivery Methods:**

Delivery Methods	Class Option A (Hours)	Class Option B (Hours)	Class Option C (Hours)	Class Option D (Hours)
Classroom/Lecture/Discussion				
Simulation/Lab				
Practicum/Fieldwork	42			
Online				
Correspondence				
<b>Total Class Hours</b>	<b>42</b>			

**Comments on Delivery Methods:**

**Course Grading System:**

X	Letter Grades		Percentage		Pass/Fail		Credit/No Credit
	Complete/Incomplete		Attendance Only		Not Applicable		

<b>Passing Grade:</b>	C
-----------------------	---

**Evaluation Activities and Weighting:**

Final Exam	%	Assignments	%	Project	50%	Capstone Project	%
Midterm Exam	%	Portfolio	%	Participation	%	Other	50%
Quizzes/Test	%	Simulations	%	Practicum	%	TOTAL	100%

**Comments on Evaluation Activities and Weighting:**

In order to receive an evaluation or grade, learners must participate in class, and complete the written assignments and exams.

Students who are unsuccessful in any formal evaluations may apply to the Program Coordinator for one opportunity to re-write it. Students must arrange to re-write the exam within 10 days of the original exam.

**Other Course Guidelines, Procedures and Comments:**

Late assignments will not be accepted for marking without prior permission of the lead faculty member. A student who misses assignments, quizzes, projects or exams, may, at the discretion of the lead faculty, complete the work missed.



View official versions of related JIBC academic regulations and student policies in the *JIBC Calendar* on the following pages of the JIBC website:

**Academic Regulations:**

<http://www.jibc.ca/programs-courses/jibc-calendar/academic-regulations>

Student Academic Integrity Policy  
Academic Progression Policy  
Admissions Policy  
Academic Appeals Policy  
Evaluation Policy  
Grading Policy

**Student Policies:**

<http://www.jibc.ca/programs-courses/jibc-calendar/student-policies>

Access Policy  
Harassment Policy – Students  
Student Records Policy  
Student Code of Conduct Policy

**JIBC Core Competencies**

The JIBC promotes the development of core and specialized competencies in its programs. Graduates of our programs will demonstrate high levels of competence in the following areas:

**Critical thinking**

Identify and examine issues and ideas; analyze and evaluate options in a variety of fields with differing assumptions, contents and methods.

**Problem solving**

State problems clearly; effectively and efficiently evaluate alternative solutions; choose solutions that maximize positive and minimize negative outcomes.

**Communication, oral and written**

Demonstrate effective communication skills by selecting the appropriate style, language and form of communication suitable for different audiences and mediums.

**Interpersonal relations**

Know and manage oneself; recognize and acknowledge the needs and emotions of others including those with diverse backgrounds and capabilities.

**Leadership**

Inspire individuals and teams to reach their potential by embracing innovation through strategic thinking and shared responsibility.

**Inter-professional teamwork**

Understand and work productively within and between groups, respect others' perspectives and provide constructive feedback with special attention to inter-professional relationships.

**Independent learning**

Show initiative by acting independently in choosing effective, efficient and appropriate applied learning, research and problem solving strategies.

**Information literacy**

Recognize and analyze the extent and nature of an information need; efficiently locate and retrieve information; evaluate it and its sources critically, and use information effectively and ethically.