

## Diploma in Youth Ministry - Practicum Guidelines

The Diploma requires two practicum units. Each unit requires a minimum of 20 contact hours with young people, in a 'real world' setting. If the student chooses to spend more time on the project, that is certainly acceptable, however it does not change that the work is towards one practicum unit, as agreed to in the Learning Covenant. If the student spends over 40 hours on the project, it is not acceptable to ask to have the work counted as two units, either during or after completion of the unit.

There is a \$200 fee for each practicum unit, and the student must register for either Youth Diploma Practicum I or Youth Diploma Practicum II before beginning the project. Students may register for a practicum unit at any time, and may take up to six months to complete the unit. This is a pass/fail unit; no grade will be assigned.

In order to register for a practicum unit, the student must submit to the Registrar:

- A current police record check,
- A current child abuse registry check (or a current Care2Screen badge issued by the Anglican Diocese of NS & PEI), where relevant by province,
- A learning covenant, and
- The Practicum Unit Agreement signed by the student, the Director of the Diploma in Youth Ministry Program, and the On-Site Supervisor.

In order to have a practicum unit marked 'complete', the student must:

- Submit a reflective paper (see below) to the Diploma Director and receive approval for it.
- Have the on-site supervisor submit a letter to the Diploma Director summarizing the work done.
- If those involved in the project produced something that they are willing to share, please include photos and/or a copy of the work, comments from the attendees, a summary of their feedback, etc...

## Learning Covenant

A learning covenant must include, at a minimum:

- The name and address of host organization
- The name and contact information for on-site supervisor
- A brief outline of the work you plan to do (maximum half a page, single-spaced)
- A project timeline
- Learning goals and/or questions to be answered in the course of the work

The covenant must also include answers to these questions:

- How will this project move the organization forward?
- How will project success be measured?
  - By outputs, for example number of attendees, number of sessions, indications of interest...

- By outcomes for participants, such as particular new knowledge to be gained, changes in behavior, etc...

The Program Director is available to help with development of a learning covenant.

## Reflective Paper

The goal of the reflective paper is to encourage the student to integrate their learning from this activity with other learning activities in and beyond the Diploma program. The paper will be reviewed by the Program Director and should be no more than 3000 words. The paper should, at minimum:

- Summarize practicum activities and learning (by the student, not just the participants).
- Respond to the learning questions outlined in the covenant.
- Show integration with learning units and reading completed to date. Provide a bibliography if appropriate.
- Provide some questions that have been raised for future learning. How will these be addressed?
- Reflect on where God's presence was seen/heard/felt/experienced throughout the project.
- Refer to the covenant's success indicators and reflect on whether, by those measures, the project was successful. If necessary, discuss why the indicators turned out to be different than expected.
- Has the project moved the host organization forward as expected? Why or why not?

This paper will not be graded, however it should be considered an important component of the project and written as such. Revisions may be requested by the Director if the work does not meet the requirements listed above.