

George Mason University

School of Recreation, Health, and Tourism

SPMT 241—Practicum (3) Spring 2011

DAY/TIME: TBA

LOCATION: Variable

PROFESSOR: Craig Esherick

EMAIL ADDRESS: cesheric@gmu.edu

OFFICE LOCATION Bull Run Hall 201C Prince William Campus

PHONE NUMBER: 703.993.9922 FAX NUMBER: 703.993.2025

Wednesday-9:30am-2:30pm

Other times by arrangement

PREREQUISITES: **SPMT 201**; SPMT concentration students only

COURSE DESCRIPTION

A directed practicum experience—paid or voluntary—in a sport industry setting. The student is assigned tasks and responsibilities and is held responsible for his/her completion of tasks as assigned by the designated practicum site supervisor(s). The practicum experience is typically limited to an approved, on-campus facility (e.g., the Freedom Aquatic and Fitness Center [Prince William], GMU Fitness and Aquatic Center [Fairfax]) or other *approved sites* under supervision of a GMU adjunct faculty on site supervisor and SPMT faculty advisor. Opportunities provide for students to develop knowledge, values, and beginning practice skills appropriate for entry level practice in Sport Management agencies. Students are expected to work 120 to 150 hours within a period of 10 to 14 weeks. ***YOUR WORKSITE MUST BE APPROVED BY THE INSTRUCTOR***

COURSE OBJECTIVES

At the completion of the course, students will have been provided with:

- 1 opportunities to explore and discover career objectives in the sport industry, utilizing both personal assessment and evaluation by the academic institution and the practicum site;
 - 2 opportunities to evaluate strengths and weaknesses in light of demands and expectations of employment in various positions in the field;
 - 3 opportunities to develop career enhancing skills and interests; and
 - 4 opportunities to provide feedback to and inform the academic programs in the School of Recreation, Health, and Tourism (RHT).
- 5 Under the direction of an onsite supervisor, 120 to 150 hours of field experience which satisfies the course objectives of the practicum and meets the needs of the facility. In the SPMT 241 Practicum, the focus is on providing each student with hands-on practical experience in sport industry programming and facility/human resource management.

For SPMT majors and minors, the SPMT 241 practicum is generally limited to one of four possible GMU affiliated sites: the Freedom Center with Leslie Shinners (lshinner@gmu.edu) as onsite supervisor; the Aquatics and Fitness Center with Mickey McDade (cmcdade@gmu.edu) and Adam Huffman (ahuffman@gmu.edu) as onsite supervisors; and LawFit—a program designed to increase the cardiorespiratory efficiency, muscular strength, muscular endurance, lean body mass, and flexibility of law enforcement officers with Dr. David Bever, a full time RHT faculty member (dbever@gmu.edu), as onsite supervisor. Professors Shinners and McDade are also adjunct faculty in RHT. Alternate on campus Practicum opportunities may be available through the Intramural/Recreational Sports Program housed at the Fairfax campus; contact Paul Bazzano (pbazzano@gmu.edu), Coordinator, Intramural and Recreational Sports, for more information. On some occasions, the Patriot Club, the fundraising arm of the George Mason University athletic department, has openings for qualified students to work with external relations; contact Heather Moody (hmoody@gmu.edu) for details and availability. Finally, specialized Practicum placements within the Athletic Department (e.g., marketing, public relations) are sometimes a possibility. For more details, contact Dr. Robert Baker (rbaker2@gmu.edu), Sport Management Coordinator for RHT.

******Each student must meet personally with me in the first two weeks of this semester******

Successful completion of the practicum work experience will be indicated by the following:

- 1 work 120 to 150 clock hours within a period of 10 to 14 weeks; and
- 2 complete a log and journal of the practicum experience.*

*** PRACTICUM LOG OF EXPERIENCE**

The log/journal should be organized in the following manner:

1. Brief Introduction
 - A. Site of practicum
 - B. Job responsibilities
 - C. Site supervisor
 - D. Weekly schedule of the experience (Days and hours worked in the format below):

**[Organization Name] Practicum – Spring 2011
(HOURS)**

TOTAL: _____ Hours _____

Month	Day	Time	Hours	Supervisor's Signature Weekly Total	Supervisor's Signature and Date Monthly Total	Supervisor's Signature

Your supervisor must sign either weekly or monthly for your hours to be accepted by the instructor for this course.

2. Chronicle of Experience
 - A. Weekly summarization of the work experiences (typewritten); good and bad experiences as well as suggestions you might have to improve functioning of your department
 - B. Any special materials, handouts, or samples should be included or placed in an appendix.
3. Summary
 - A. Summarize your expected duties and responsibilities at your work site.
 - B. Summarize your actual total experience, exposures and participation; include in this section any suggestions you may have if you were running this department.
4. Intern's Evaluation of the Site
 - A. Briefly evaluate the site and the site supervisor
 - B. Should the Sport Management concentration seek to place another student with this agency?
 - C. What recommendations do you have for the improvement of the practicum phase of the program?
 - D. Should we strive to prepare our students in a special manner for this agency?
 - E. Was the practicum a worthwhile expenditure of the time required? If the answer is No, Why?

	Letter Grade	Numerical Equivalent	Weight	Weighted Value
Practicum Log			.60	
Organizational Chart			.10	
Site Supervisor's Evaluation			.20	
Student Evaluation of Site			.10	
TOTAL				

Upon completion of the practicum period, students will turn in a typewritten/computer generated version of their Log of Experiences, a site supervisor's evaluation form, and the student's site evaluation. Your final report is essentially a **portfolio** of your practicum experience. This is a requirement for the final grade for the course. You are strongly encouraged to keep a backup copy of what you submit. Your submitted **portfolio** will be kept on file in the Sports Management Department faculty offices. You may wish to hold on to your additional copy as tangible evidence of your practicum experience for future employers and/or internship interviews. Your portfolio must be completed and submitted *during the exam period* this semester.

GRADING

Grades will be assigned on the basis of a Practicum log (60%); organization chart (10%); the site supervisor's evaluation. Final grades will be recorded with "plus/minus" letter grade annotations. You can use the table on the next page to do your own grade calculation. Convert letter grades to numerical equivalents using this scale: A=10, A-=9, B+=8, B=7, B-=6, C+=5, C=4, C-=3, D=2, F=1. Multiply the numerical equivalent by the weight to get the weighted value. Add the weighted values and use the conversion scale to convert the total back to a letter grade. (Note: No credit towards graduation accrues from a failing grade or from a grade that is replaced by a retaken course. For more information, please consult the current edition of the university catalog.) The portfolio should be neat, well written with NO typos, spell-checked and in a format pleasing to the eye. **You do** get style points with your portfolio submission.

GUIDELINES

Each student enrolled in SPMT 241 must complete the following duties and responsibilities as requirements to earn a letter grade for the practicum experience. Students must share these *guidelines with their practicum site supervisor* and work throughout the practicum experience with the site supervisor to meet the guidelines. These guidelines are **REQUIRED** to be included in the student's **journal/portfolio**.

DUTIES AND RESPONSIBILITIES

1 Develop an organizational chart of the organization or university in terms of the supervisor/athletic director; line and staff relationship. **INCLUDE YOURSELF IN THE CHART TO SHOW YOUR RELATIONSHIP TO THE ORGANIZATION.**

A well planned and balanced program	Facilities, equipment and supplies
Purchase and care of equipment	Care and treatment of injuries
Securing game officials	Provisions for press releases
Contracts	Travel
Game programs	Maintenance and improvement of facilities
A continuous evaluation of the total program	Control and regulation of athletic policies
Preparation of budgets	Eligibility
Concessions	Counseling services
Insurance programs	Clerical workers
Recruitment policies	Scheduling
Ticket sales	Spectator control

- 2 Participate in structured orientation sessions with supervisor.
- 3 Participate in post-activity discussions with the supervisor.
- 4 Attend staff meetings, when appropriate. ASK to be included.
- 5 Identify supervisors responsibilities in relation to the following:

To Be Completed by the Site Supervisor

Instructions: Please evaluate the intern's current level of performance within the following dimensions. As the evaluator, you are requested to carefully review the intern's competence in each dimension and rate his/her performance by circling the number next to each listed dimension corresponding to the level of the intern's on the job performance based upon the following scale:

Excellent (10) to Poor (2) NA stands for Not Applicable

Site Supervisor/Rater: _____ Date:

_____ Title: _____

Intern/Ratee: _____ Job Related Dimensions Level of

Intern Performance

- 1 Quality of Work 2 4 6 8 10 NA
- 2 Productivity 2 4 6 8 10 NA
- 3 Professional Appearance/Behavior 2 4 6 8 10 NA
4. Tardiness/Absenteeism 2 4 6 8 10 NA

Personal Dimensions

1. Diligence 2 4 6 8 10 NA
2. Cooperative/Works Well with Others 2 4 6 8 10 NA
3. Receptive to New Ideas/Criticism 2 4 6 8 10 NA
4. Responsible/Reliable 2 4 6 8 10 NA
5. Follows Directions 2 4 6 8 10 NA
6. Self Directed 2 4 6 8 10 NA
7. Adaptability/Creativity 2 4 6 8 10 NA
8. Positive Attitude/Enthusiastic 2 4 6 8 10 NA
9. Performs Under Pressure 2 4 6 8 10 NA
10. Willingness to Work Overtime 2 4 6 8 10 NA
11. Willingness to Learn 2 4 6 8 10 NA
12. Leadership Potential 2 4 6 8 10 NA

Technical Dimensions Level of Intern Performance

- 1 Communication Skills 2 4 6 8 10 NA
- 2 Writing Skills 2 4 6 8 10 NA
- 3 Organizational Skills 2 4 6 8 10 NA
- 4 Computer Skills 2 4 6 8 10 NA

Site Supervisor/Rater's Signature: _____ Date: _____

Comments: Written comments may be provided if the site supervisor/rater desires to provide them. They may be general comments about the intern's performance or an elaboration regarding a specific performance rating.

Instructions: Please evaluate your practicum site within the following dimensions. As the student intern, you are requested to carefully evaluate the site of your practicum experience by providing feedback on your experience and your recommendation(s) to future interns considering this site to fulfill their practicum/internship course requirement(s).

1. Briefly evaluate the site and the site supervisor.

2. Should the Sport Management concentration encourage another student to fulfill the practicum requirement(s) with this organization?)?

3. What recommendations do you have for the improvement of the practicum phase of the program (the course itself)?

4. Should we strive to prepare our students in a special manner for this organization?

5. Was the practicum a worthwhile experience for the time required? If the answer is No, Why?

WRITING CENTER

A114 Robinson Hall

Phone 703 993 1200

<http://writingcenter.gmu.edu>

COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS)

Phone 703 993 2380

<http://caps.gmu.edu>

- **UNIVERSITY POLICIES:**

The University Catalog, <http://catalog.gmu.edu>, is the central resource for university policies affecting student, faculty, and staff conduct in university academic affairs. Other policies are available at <http://universitypolicy.gmu.edu/>. All members of the university community are responsible for knowing and following established policies.

All students are held to the standards of the **George Mason University Honor Code**.

- **STUDENTS WITH DISABILITIES:** Students having documentation on file with the Disability Resources Center should bring this to the attention of the professor. <http://ods.gmu.edu>
- Phone number to Office of Disability Services (703) 993-2474



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