

GEORGE MASON UNIVERSITY  
School of Recreation, Health, and Tourism

PRLS 241– Recreation Management Practicum (3)  
Spring 2017

DAY/TIME:	TBD by site	LOCATION:	Approved Mason affiliated site
INSTRUCTOR:	Dr. Brenda Wiggins	E-MAIL:	bwiggins@gmu.edu
		PHONE:	703.993.2068
OFFICE HOURS:	By appointment	FAX:	703.993.2025

PREREQUISITES: PRLS 210

**Notes:** Open to departmental majors and minors only. Serves as a capstone for minors who have completed PRLS 310, 316, and 327.

COURSE DESCRIPTION: Paid or voluntary work experience in a park and recreation agency. Minimum period of 10 to 12 weeks of part-time employment (10 hours minimum) or experience. Capstone course for minors, allowing for integration and application of course work, theories, and research to a work setting. Work sites chosen among approved sites. Includes meetings and assignments prior to and during the practicum.

COURSE OBJECTIVES: At the completion of the course, students should be able to:

1. Experienced various aspects of facility operation (staff, organizational structure, funding base, clientele, budget, etc.).
3. Gain administrative, leadership and/or programming experience in the provision of parks and outdoor recreation/ therapeutic recreation services.
4. Gain experience in the development, maintenance and/or management of parks and outdoor recreation/ therapeutic recreation services.
5. Develop new understanding of internship and career prospects in the field of recreation management: parks and outdoor recreation, therapeutic recreation.

PROFESSIONAL ASSOCIATION STANDARDS:

Further, upon completion of this course, students will meet the following professional accreditation standards:

*Council on Accreditation of Parks, Recreation, and Tourism Related Professions (COAPRT) standards met*

7.04: Students graduating from the program shall demonstrate, through a comprehensive internship of not less than 400 clock hours (560 for TR) and no fewer than 12 weeks (PRLS 490), the potential to succeed as professionals at supervisory or higher levels in park, recreation, tourism, or related organizations.

NATURE OF COURSE DELIVERY:

Pre-internship fieldwork experience at an approved site.

EVALUATION:

At the conclusion of the practicum, the on-site supervisor will attest to the satisfactory completion of the 120 hours of required field experience. The student will receive a grade of “Credit” for satisfactory completion of 120 consecutive hours of required field experience and submission of a matrix of weekly tasks completed. A grade of “No Credit” will be entered if the student fails to complete, quantitatively and/or qualitatively, the 120 hours of required field experience in a manner considered satisfactory by the on-site supervisor.

Depending upon the individual administrative procedures of the practicum site for existing personnel, the on-site supervisor will see the tracked hours logged by the individual student to meet the 120-hour practicum requirement. In addition, depending upon the existing evaluation and personnel procedures of the practicum site for existing personnel, the on-site supervisor, to the extent practicable, will develop a procedure to provide ongoing feedback and evaluation to the individual practicum student, as well as an exit interview/evaluation at the completion of the practicum experience. To the extent such evaluation materials are produced, at the discretion of the on-site supervisor, they will be made available to the student and instructor of record for PRLS 241.

REQUIREMENTS:

First, prior to being able to begin earning Practicum hours, the student will submit Practicum Forms to Dr. Wiggins for approval in the Dean’s Office.

Second, on a weekly basis please send an updated *Students Hours Plus* created from the template below:

- 1). By Sunday nights no later than 11:59p.m. submit to Dr. Wiggins the number of hours worked for the past week, *along with*
- 2). The kinds of tasks you performed which may end up being in categories (see below), limit of 3-5 tasks, *and*
- 3). What you plan to do for the next week at the site.

See **example** template **below** and copy and paste for your use:

.....

***Student Hours Plus***  
**Example** for Spring 2017

**Name of Practicum Student: XXX**  
**Site of Practicum: XXX**

**Cell #: XXX**  
**Site Supervisor: XXX**

<b>Date</b>	<b>Number of hours this past week</b>	<b>Task-example Coaching</b>	<b>Task-example Administration</b>	<b>Plans for next week</b>
Week One: Feb 6	7	Leisure coach today at Frying Pan Farm Park	Inventoried camp site	Begin planning special event

Feb 8	<u>3</u> 10 hours total	Leisure coach and training		
Week Two: Feb 13	10  10 hours total	Leisure coach and coming up with inclusion plans for the campers parents, counselors, and staff	Went shopping for camp supplies	Meeting with major vendors
Week Three: Feb 20  Feb 22				
Week Four:				
Week Five:				
Week Six:				
Week Seven:				
Week Eight:				
Week Nine:				
Week Ten:				
<b>Total Hours</b>	120			

**Signature** of site supervisor confirming final total hours: \_\_\_\_\_

**Additional Comments by site supervisor:** (Optional)

.....  
*Note:* It will be important that your site supervisor see your **Student Hours Plus** weekly so that they are aware of your hours earned, tasks, and interest in what you perceive you'll be doing the next week.

Lastly, under the direction of an on-site supervisor, the student will complete 120 hours of field experience over ten to twelve weeks and satisfy the course objectives while meeting the needs of the facility. During PRLS 241, the focus is on providing each student with hands-on practical experience in programming and facility management.

### GRADING SCALE

S (satisfactory) completion of all required hours, and above described course requirements in a satisfactory fashion as confirmed by the GMU affiliated on-site supervisor.

NC (no credit) failure to compile all required hours, and above described course requirements in a satisfactory fashion as confirmed by the GMU affiliated on-site supervisor.

### TENTATIVE COURSE SCHEDULE

Based on the individual student's background and interests, as well as the needs of a particular facility, the on-site supervisor will work with the student to produce an individualized practicum schedule, which can include a variety of work-related experiences.

## **Core Values Commitment**

The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles: <http://cehd.gmu.edu/values/>.

## **GMU Policies and Resources for Students**

### *Policies*

- Students must adhere to the guidelines of the Mason Honor Code (see <http://oai.gmu.edu/the-mason-honor-code/>).
- Students must follow the university policy for Responsible Use of Computing (see <http://universitypolicy.gmu.edu/policies/responsible-use-of-computing/>).
- Students are responsible for the content of university communications sent to their Mason email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students **solely** through their Mason email account.
- Students with disabilities who seek accommodations in a course must be registered with George Mason University Disability Services. Approved accommodations will begin at the time the written letter from Disability Services is received by the instructor (see <http://ods.gmu.edu/>).

- Students must follow the university policy stating that all sound emitting devices shall be silenced during class unless otherwise authorized by the instructor.

### *Campus Resources*

- Support for submission of assignments to Tk20 should be directed to [tk20help@gmu.edu](mailto:tk20help@gmu.edu) or <https://cehd.gmu.edu/aero/tk20>. Questions or concerns regarding use of Blackboard should be directed to <http://coursesupport.gmu.edu/>.
- The Writing Center provides a variety of resources and services (e.g., tutoring, workshops, writing guides, handbooks) intended to support students as they work to construct and share knowledge through writing (see <http://writingcenter.gmu.edu/>).
- The Counseling and Psychological Services (CAPS) staff consists of professional counseling and clinical psychologists, social workers, and counselors who offer a wide range of services (e.g., individual and group counseling, workshops and outreach programs) to enhance students' personal experience and academic performance (see <http://caps.gmu.edu/>).
- The Student Support & Advocacy Center staff helps students develop and maintain healthy lifestyles through confidential one-on-one support as well as through interactive programs and resources. Some of the topics they address are healthy relationships, stress management, nutrition, sexual assault, drug and alcohol use, and sexual health (see <http://ssac.gmu.edu/>). Students in need of these services may contact the office by phone at 703-993-3686. Concerned students, faculty and staff may also make a referral to express concern for the safety or well-being of a Mason student or the community by going to <http://ssac.gmu.edu/make-a-referral/>.

For additional information on the College of Education and Human Development, please visit our website <https://cehd.gmu.edu/>.

