

**SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**SAULT STE. MARIE, ONTARIO**



**COURSE OUTLINE**

**COURSE TITLE:** FIELDWORK SEMINAR (Economic Development)

**CODE NO. :** NSA 236                      **SEMESTER:** FOUR

**PROGRAM:** NATIVE COMMUNITY WORKER

**AUTHOR:** NATIVE EDUCATION DEPARTMENT

**DATE:** JANUARY      **PREVIOUS OUTLINE DATED:** JAN/99  
2000

**APPROVED:**

	_____	_____
	DEAN	DATE

**TOTAL CREDITS:** 3

**PREREQUISITE(S):** N/A

**LENGTH OF COURSE:** 16 weeks

**TOTAL CREDIT HOURS:**

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**PHILOSOPHY/GOALS:**

Those who work in the field of economic development in the community require a healthy and balanced approach to this commitment. Walking a balanced path is a necessity if we are to do our best for our community. Personal responsibility, effective time management and personal planning are key components to maintaining effectiveness within the workplace.

Fieldwork Seminar provides the students with an opportunity to meet as a group to share their fieldwork experience. The course is designed to promote the incorporation of self initiative and personal responsibility to the workplace, and ultimately, the community. In addition, each seminar group will become adept at processing experiences in a concise and effective manner. This is accomplished under the guidance of their primary instructor.

**LEARNING OUTCOMES:**

When you have earned credit for this course, you will have reliably demonstrated an ability to:

1. Communicate clearly, concisely and accurately in the written, spoken and visual form that fulfills the purpose and meets the needs of a variety of audiences (ie: peers, agencies, etc.)
2. Identify and evaluate goals, plans and barriers experienced by members of the community in need.
3. Profile and adapt to any professional setting as an informed and active participant of the team.
4. Compile necessary resources relevant to the implementation of a workshop designed to meet the needs of specific members in the community.
5. Promote and confirm interested community members for a pre-planned workshop package.
6. Organize and/or conduct an awareness/consultation workshop to promote awareness of identified needs.

**COURSE NAME**

**COURSE CODE**

7. Interact with others in groups or teams in ways that contribute to effective working relationships and the achievement of goals.
8. Practise effective methods of time management, personal planning and self-care.
9. Identify appropriate concepts and theories used in a practical setting.

**TOPICS COVERED/LEARNING ACTIVITIES:**

1. Adjustments in the Workplace/Personal Responsibility/ Self As Role Model *Class Discussion*
2. Planning Development - Introduction to Concepts *Handouts, Lecture*
3. Self-Care *Class Discussion*
4. Develop & Market Your Workshop: Community Participation, Identify & Prioritize needs, Develop & Sell Plan *Handouts, Lecture  
Group Work*
5. Post-Graduate Planning  
-Employment - J. Breckenridge  
-University - E. Boniferno, J. Syrette *Guest Speakers*
6. Time Management *Class Discussion*  
  
Workshop Development *Independent Group  
Work*
7. Ethics/Self Motivators *Class Discussion*
8. Trust Building *Life Share Collage*
9. Personal Boundaries *Class Discussion*
10. Workshop Development *Independent Group  
Work*
11. Application of Skills in the Workplace *Class Discussion*

Fieldwork Seminar –  
Economic Development  
COURSE NAME

4

NSA 236

COURSE CODE

12. Personal Planning

*Back to the Future  
Exercise*

13. Closure

*Class Discussion*

14. Information Processing

*Weekly Discussion*

**EVALUATION METHODS:**

		<i>Target Dates:</i>
Agency Profile	15%	February 1, 2000
Life Share Exercise	5%	March 6, 2000
Significant Event #1	10%	February 21, 2000
Quality Improvements #1	10%	February 21, 2000
Back to the Future Exercise	5%	March 27, 2000
Significant Event #2	10%	April 10, 2000
Quality Improvements #2	10%	April 10, 2000
Workshop Implementation	25%	
Placement/Seminar Journal	10%	Weekly
TOTAL	100%	

- A. Agency Profile assignment will provide a comprehensive overview of the placement assigned and the students' role within it. This assignment will be 2-4 pages in length. Specifics on format will be provided by the instructor.
- B. Life Share Exercise will be an in class group activity which promotes self-awareness and trust building. Specifics on format will be provided by the instructor.
- C. Significant Event assignments (2) will be completed using the following format:
1. Field Placement
  2. NCW Student
  3. Date:
  4. Description of Incident: Describe fully a significant interaction which occurred at placement. Include pertinent details.
  5. Background to Incident: Describe the participants and specific events which led up to this situation.
  6. Disposition of Situation: Describe the manner in which this situation was handled and why it was handled this way.
7. Evaluation of Action Taken: Describe what you learned from this situation (positive and/or negative).

8. Creative Evaluation:

a) How would you handle the situation in the future, given the same set of circumstances and the agency frame of reference? Why?

b) How would you like to handle a similar situation in the future, if you had the chance to change the approach used and the agency frame of reference? Why?

D. Quality Improvements (2) will be completed using the following format:

1. Field Placement:
2. NCW Student:
3. Date:
4. Initial Identification of Problematic Procedure/Policy/Area (include circumstances surrounding identification)
5. Specify problem: as perceived by staff. Do you agree?
6. Past consequences of this problematic procedure/policy/area. (get input of staff for this information if required)
7. Methods used to improve area identified. (include Short Term and Long Term Plan)
8. Obstacles interfering with improvements planned.
9. Creative Alternatives: from your viewpoint, what other avenues might have been taken to resolve this difficulty?

**\*\*Students who have mainly administrative rather than client-centred placements will be provided with an alternative format for the Case Reporting assignment.**

E. Back to the Future Exercise will be an in class group activity which promotes self planning and trust building. Specifics on format will be provided by the instructor.

F. The Workshop Implementation Project will be an independent study group assignment. The workshops will be given by students to identified groups within the community. Each independent study group is responsible for locating their target population. Specifics will be provided by instructor.

G. Fieldwork Placement/Seminar Journal:  
Each student will be responsible for a loose leaf binder which will include:

COURSE NAME

COURSE CODE

1. A weekly record of your fieldwork placement experiences, including daily "learning highs and lows".
2. A weekly record of "learning highs" and discussion topics from the fieldwork seminar class. This journal should be a reflection of each

student's personal experience on fieldwork placement and in seminar. It can also serve to record completion of tasks contributing to Placement Learning Outcomes. It is not simply a factual report of the daily schedule of field placement. It will be marked on a weekly basis.

**RECOMMENDED STUDENT RESOURCES:**

Loose Leaf Binder

**SPECIAL NOTES:**

Students with special needs, e.g. physical limitations, visual impairments, learning disabilities are encouraged to discuss required accommodations confidentially with the instructor.

Your instructor reserves the right to modify the course as he/she deems necessary to meet the needs of the students.

Significant learning takes place in the classroom through an interactive learning approach, therefore, NO student can miss more than three (3) of the classes and obtain a passing grade.

ALL assignments are to be handed in on the due date and are to be typewritten. Any late assignments will be penalized 1% per each day late.