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George Mason University
College of Education and Human Development
Recreation Management

RMGT 241- 001, 77023

Recreation Management Practicum

Fall 2024 (3 Credits)

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Faculty

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Prerequisites/Corequisites
RMGT 210 or SRST 200 and a 2.0 GPA
Note: Serves as a capstone for RMGT minors who have completed all requirements.

University Catalog Course Description
Integrates and applies coursework, theories, and research to a 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) in an approved site by the Internship Coordinator. Participation in meetings prior to and during the practicum are required.

Course Delivery Method
This course will be delivered using an internship format.

This course will be delivered online (76% or more) using [select either a synchronous or an asynchronous] format via Mason's Learning Management System (LMS). You will log in to the course site using your Mason email name (everything before @gmu.edu) and email password. The course site will be available on [Day and/or Time].
- To access your course in Blackboard Learn: https://mymasonportal.gmu.edu/
- To access your course in Canvas: https://canvas.gmu.edu/login/canvas.

Under no circumstances may students participate in online class sessions while operating motor vehicles.

Learning Outcomes
This course is designed to enable students to do the following:
1. Experience various aspects of facility operation (staff, organizational structure, funding base, clientele, budget, etc.).
2. Apply administrative, leadership and/or programming experience in the provision of parks and outdoor recreation/ therapeutic recreation services.

<center>1</center>

3. Gain development, maintenance and/or management techniques within parks and outdoor recreation or therapeutic recreation services.

4. Develop a new understanding of internship and career prospects in the field of recreation management: parks and outdoor recreation, therapeutic recreation, and individualized concentrations.

Professional Standards

Upon completion of this course, students will meet the *Council on Accreditation of Parks, Recreation, and Tourism Related Professions* (COAPRT) professional standard:

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 (RMGT 490), the potential to succeed as professionals at supervisory or higher levels in park, recreation, tourism, or related organizations.

Required Texts
NO required text.

Technical Requirements
To participate in this course, students will need to satisfy the following technical requirements:

- High-speed internet access with updated browsers.
  - Blackboard Learn supported browsers:
    https://help.blackboard.com/Learn/Student/Ultra/Getting_Started/Browser_Support

- Consistent and reliable access to GMU email and the course LMS, as these are the official methods of communication for this course.

- Speakers and a microphone or a microphone-enabled headset for use with the synchronous web conferencing tools.

- Note that students may be asked to create logins and passwords on supplemental websites and/or to download trial software to their computer or tablet as part of course requirements.

Expectations
- Course Week:
  Because asynchronous courses do not have a "fixed" meeting day, your week will start on the first day of the date listed in the Experiential Learning Agreement.

- Log in Frequency:
  Students must actively check the course LMS site and their GMU email for communications from the instructor, class discussions, and/or access to course materials at least *one* times per week. In addition, students must log in for all scheduled online synchronous meetings, if any.

- Participation:
  Students are expected to actively engage in all course activities throughout the semester, which includes viewing all course materials, completing course activities and assignments, and participating in course discussions and group interactions.

- Technical Competence:
  Students are expected to demonstrate competence in the use of all course technology. Students who are struggling with technical components of the course are expected to seek assistance from the instructor and/or College or University technical services.

- Technical Issues:
  Students should anticipate some technical difficulties during the semester and should, therefore, budget their time accordingly. Late work will not be accepted based on individual technical issues.

- Workload:
  Students are expected to meet *specific deadlines* and *due dates* listed in the **Class Schedule** section of this syllabus. It is the student's responsibility to keep track of the weekly logs.

- Instructor Support:
  Students may schedule a one-on-one meeting to discuss course requirements, content or other course-related issues. Those unable to come to a Mason campus can meet with the instructor via telephone or web conference. Students should email the instructor to schedule a one-on-one session, including their preferred meeting method and suggested dates/times.

- Netiquette:
  The course environment is a collaborative space. Experience shows that even an innocent remark typed in the online environment can be misconstrued. Students must always re-read their responses carefully before posting them, so as others do not consider them as personal offenses. *Be positive in your approach with others and diplomatic in selecting your words*. Remember that you are not competing with classmates, but sharing information and learning from others. All faculty are similarly expected to be respectful in all communications.

Course Performance Evaluation

Students are expected to submit all assignments on time in the manner outlined by the instructor.

- **Assignments and/or Examinations**
  Prior to being able to begin earning the practicum credits, the student will submit Practicum Forms which includes an Experiential Learning Packet to the Internship Coordinator for approved signature in the Dean's Office. The instructor of record for RMGT 241 will be informed when the paperwork has been approved.

  Second, required <u>on a weekly basis</u>, uploaded ***Students Hours Plus*** created from the Weekly Log template at the bottom of the syllabus.

  1). **On the same day each week submit** on Blackboard the Weekly Log # with the number of

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hours worked for the past week, *along with*

2). The kinds of tasks you performed and categorized, limit of 2-3 tasks, *and*

3). What you plan to do for the next week at the site.

4). *Keep a running total of hours completed on the *Students Hours Plus* **where indicated at the top of the** form on Blackboard.

Grading

At the conclusion of this practicum field experience, the on-site supervisor will attest to the satisfactory completion of 10 – 12 weeks work with the chosen site plus a minimum of **120** hours of performance. The student will then receive a grade of "Satisfactory" for completion of 120 consecutive hours of required field experience over 10 – 12 weeks and **submission of a log of weekly tasks completed and signed by the on-site supervisor.** See end of the syllabus for a description. A grade of "No Credit" will be entered if the student fails to complete the 120 hours of consecutive 10 – 12 weeks of required field experience in a manner considered satisfactory by the on-site supervisor.

Depending upon the individual administrative procedures of the practicum site, 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, the on-site supervisor may develop a procedure to provide ongoing feedback and evaluation to the individual practicum student. **All supervisors will sign the final log and should offer comments at** the completion of the practicum experience. To the extent any additional 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 RMGT 241.

Under the direction of an on-site supervisor, the student will complete 120 hours of field experience over 10 to 12 weeks and satisfy the course objectives while meeting the needs of the facility. During RMGT 241, the focus is on providing each student with practical experience in such areas as programming and/or 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.

Use of Generative AI

Use of Generative AI tools should be used following the fundamental principles of Mason's Academic Standards. This includes being honest about the use of these tools for submitted work and including citations when using the work of others, whether individual people or Generative AI tools.

Professional Dispositions (CEHD Student Guide)
Throughout study in the College of Education and Human Development, students are expected to demonstrate behaviors that reflect the positive dispositions of a professional. See https://cehd.gmu.edu/current-students/cehd-student-guide.

CEHD Commitments
The College of Education and Human Development is committed to fostering collaboration and community, promoting justice and equity, and advancing research-informed practice. Students are expected to adhere to, and contribute to, these commitments, the CEHD Mission, and Core Values of George Mason University. More information can be found here: https://cehd.gmu.edu/about/culture/

GMU Policies and Resources for Students
Policies
- Students must adhere to Mason's Academic Standards (see https://catalog.gmu.edu/policies/academic-standards/)

- Students must follow the university policy for Responsible Use of Computing (see https://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 https://ds.gmu.edu/).

- Students must silence all sound emitting devices during class unless otherwise authorized by the instructor.

Campus Resources
- Support for submission of assignments to VIA should be directed to viahelp@gmu.edu or https://cehd.gmu.edu/aero/assessments.

- Questions or concerns regarding use of your LMS should be directed to:
  - Blackboard Learn: https://its.gmu.edu/knowledge-base/blackboard-instructional-technology-support-for-students/

- For information on student support resources on campus, see: https://ctfe.gmu.edu/teaching/student-support-resources-on-campus
  - TimelyCare: https://caps.gmu.edu/timelycare-services/
  - Writing Center: https://writingcenter.gmu.edu/

Notice of mandatory reporting of sexual assault, sexual harassment, interpersonal violence, and stalking:

As a faculty member, I am designated as a "Non-Confidential Employee," and must report all disclosures of sexual assault, sexual harassment, interpersonal violence, and stalking to Mason's Title IX Coordinator per University Policy 1202. If you wish to speak with someone confidentially, please contact one of Mason's confidential resources, such as Student Support and Advocacy Center (SSAC) at 703-380-1434 or Counseling and Psychological Services (CAPS) at 703-993-2380. You may also seek assistance or support measures from Mason's Title IX Coordinator by calling 703-993-8730, or emailing titleix@gmu.edu.

Assignment Information

See example of *Practicum Log template* **below** to copy and paste in Blackboard:

……………………………………………………………………………………………………..

Student Hours Plus

Example for Fall 2024 in green

Name of Practicum Student: XXX   **Cell #: XXX**

Site of Practicum: XXX

*Completed Hours to date: # keep a running total updated weekly

Site Supervisor: XXX

Date	Number of hours this past week both by day and total	Task-*example* Coaching	Task-*example* Administration	Plans for next week
Week One: Sept. 2 Sept. 4	7 3 **10 hours total**	Leisure coach today at Frying Pan Farm Park Leisure coach and training	Inventoried camp site	Begin planning virtual special event
Week Two: Sept. 9	10	Leisure coach and coming up with inclusion plans for the virtual campers'	Went online for supplies	Zoom Meeting with major vendors

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	10 hours total	parents, counselors, and staff		
Week Three: Sept. 16 Continue with days completed each week	Continue with hours complete for each day			
Week Four:				
Week Five:				
Week Six:				
Week Seven:				
Week Eight:				
Week Nine:				
Week Ten:				
Total Hours	120			

Signature of site supervisor confirming final total hours: -

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Comments by site supervisor:

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Note: **It will be important that your site supervisor see your** *Student Hours Plus* **weekly**

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