

ALTERNATIVE PLACEMENT FACT SHEET FOR SITE SUPERVISORS

What is the Alternative Placement?

The Alternative placement is a placement based course, which provides teacher candidates with the opportunity to apply the pedagogical skills and theoretical knowledge gained in the BEd program in a self-selected, non-traditional community setting. The Alternative placement allows teacher candidates to broaden their practical experience and develop awareness of community-based programs that benefit from educational applications.

What is the difference between a Alternative placement and a volunteer position?

An Alternative placement must include an ongoing teaching and learning component. It is a purpose driven placement with specific expectations, goals, and outcomes. Teacher candidates completing a alternative placement are required to complete a log summarizing their daily responsibilities which is to be signed by the site supervisor at the end of each shift. The site supervisor is also responsible for completing a report of the teacher candidate at the end of the placement.

A volunteer position may be filled by any community member who has an interest in offering their time to a community organization and meets the selection criteria appropriate to the position. In this case, the organization is not usually required to follow specific program requirements (e.g., report, log). A volunteer usually chooses the times they are available to assist the community organization and may continue to volunteer with the organization over a number of months or years. Volunteer positions may include clerical work, data entry, cleaning, inventory, front desk duties, etc.

Placement requirements:

- A minimum of 115 hours of service completed in year five of the Concurrent BEd program – **January 7-February 1, 2019** *Teacher candidate may begin accumulating hours as early as **January 2, 2019**
- Must have a connection to human development and service to the community.
- Must include a teaching/learning component where teaching skills can be applied.
- Must be unpaid.
- Must not be completed within an organization where the teacher candidate has previously worked or volunteered.
- The site supervisor cannot be an immediate family member of the teacher candidate.
- Placement hours must be arranged according to the needs of the organization and/or the site supervisor.

Placement should not include:

- Clerical duties
- Reception
- Marketing
- Sales
- Housekeeping/janitorial tasks

During the placement teacher candidates will:

- demonstrate professionalism in all aspects of the community experience according to the OCT (Ontario college of Teachers) Standards of Practice;

- apply course-based knowledge and skills in a non-traditional setting;
- engage in reflection as a means of improving teaching practice;
- interact appropriately with clients and co-workers;
- demonstrate commitment to professional growth through collaboration with site supervisor(s) and acceptance of varied responsibilities in a non-traditional environment.

Site supervisor responsibilities include:

1. Complete the Placement Information form and give it back to the teacher candidate (the teacher candidate will provide you with this form).
2. Sign off on the teacher candidate's Alternative Placement Log each day and at the conclusion of the placement.
3. Complete the final Alternative Report and submit a copy to the Practicum Office and teacher candidate at the conclusion of the placement.

Police Vulnerable Sector Check, Health & Safety Certificate, and WSIB Coverage:

The teacher candidate will provide you with a copy of an updated PVSC, as well as a copy of their MOL Health & Safety certificate (if required).

The Ministry of Training, Colleges, and Universities (MTCU) provides insurance coverage program through WSIB for teacher candidates completing unpaid work placements. Guidelines and FAQs related to WSIB can be found on the Ministry's public website at: http://www.tcu.gov.on.ca/pepg/publications/UnpaidWork_PlacementsGuide.pdf

Alternative Placement Timeline:

Date	Task(s)
October 19, 2018	Placement Information Form due (the teacher candidate will provide you with this form). Please provide a description of your organization and an outline of the potential responsibilities/tasks for the teacher candidate.
December 2018	Site supervisors will receive an email from Sandra Minor including all pertinent Alternative placement information & resources (e.g., Handbook, Alternative Report).
February 2019	The Alternative Report is due on the last day of your teacher candidate's placement. Please submit a copy of the completed report to ptoffice@nipissingu.ca AND to the teacher candidate.

Questions?

For more information, please contact Sandra Minor at sandrami@nipissingu.ca or 705-474-3450 ext. 4224.