

STUDENT PLACEMENT LEARNING AND SUPERVISION CONTRACT

Placement learning objectives are to be developed in consultation with supervisors within the first 20 hours or two weeks of placement (whichever comes first).
Once completed, a copy of this contract must be submitted to the Student Placement Department.

1 – STUDENT DETAILS

ACAP student ID number

1	1	1	3	4	5
---	---	---	---	---	---

Title_Mr ___ Family Name _____ Citizen _____ Given Name(s) John

Contact Phone 02 9964 6300 Mobile 0419 964 630

Address 11 York Street, Sydney, N.S.W, 2000

E-mail Address j.citizen@yahoo.com.au Course Name BASS (Counselling)

2 – ORGANISATION AND SUPERVISOR DETAILS

Organisation	High Paths Consulting
Supervisor Name	Kate Flaherty
Position Held	Counsellor
Qualifications	<i>BA Soc Sci; Grad Dip Comm Cours (CAPA Clinical Member)</i>
Supervisory Experience	5 Years
Email	kate@flaherty.net.au
Telephone	(02) 6286 2793

3 – SUPERVISION AGREEMENT AND SCHEDULE

Consult Section Two of the Student Placement Guide which outlines supervision requirements.

Frequency	We will meet for one hour or 45 minutes every week or 2 weeks Supervision will be either one on one or in groups of up to 4 people
Feedback will include	Video etc
The student will come prepared to supervision by bringing	Personal journal, process records and other relevant material
The supervisor will come prepared to supervision by	Providing feedback, summary of each supervision

4 – PLACEMENT LEARNING GOALS

Each learning goal in your contract should be set out as follows:

- 1. The Learning Goal:** What you hope to achieve on a personal and/or professional level from the placement;
- 2. The Learning Tasks:** Individual tasks/activities that you will engage in to achieve your set goal;
- 3. Method of Assessment:** How each learning goal and learning task will be monitored and assessed.

Learning Goal	Learning Task	Method of Assessment
<ul style="list-style-type: none"> ▪ Develop effective boundaries 	<ul style="list-style-type: none"> ▪ Observe and reflect upon emotional response to client 	<ul style="list-style-type: none"> ▪ Personal Journal ▪ Discussions and debriefing with supervisor
<ul style="list-style-type: none"> ▪ Strengthen active listening and reflecting skills, focusing on ability to reflect feelings and emotions 	<ul style="list-style-type: none"> ▪ Observe and interact with clients ▪ Seek regular clarification 	<ul style="list-style-type: none"> ▪ Maintain Personal Journal , record successes/areas for improvement in daily record ▪ Client/supervisor feedback
<ul style="list-style-type: none"> ▪ Be more assertive 	<ul style="list-style-type: none"> ▪ Set goals re: interactions with staff, clients and other contacts 	<ul style="list-style-type: none"> ▪ Feedback from Supervisor/other staff
<ul style="list-style-type: none"> ▪ Increase understanding of mentoring: <ul style="list-style-type: none"> ▪ define mentoring ▪ explain role of mentoring ▪ explain importance of mentoring to organisation 	<ul style="list-style-type: none"> ▪ Consult internal colleagues and external experts ▪ Research existing programs and industry best practice ▪ Discuss implementation with Supervisor 	<ul style="list-style-type: none"> ▪ Personal journal ▪ Feedback from supervisor/other colleagues ▪ Research report and presentation
<ul style="list-style-type: none"> ▪ Improve stress management 	<ul style="list-style-type: none"> ▪ Work on self-talk (observe and correct thoughts and feelings) 	<ul style="list-style-type: none"> ▪ Record and reflect on self-talk
<ul style="list-style-type: none"> ▪ Develop greater self awareness 	<ul style="list-style-type: none"> ▪ Develop increased awareness of personal motivations when working with clients ▪ Remain attentive to issues of transference and countertransference with clients 	<ul style="list-style-type: none"> ▪ Personal journal ▪ Seek constructive feedback from supervisor and colleagues
<ul style="list-style-type: none"> ▪ Deal with need to rescue people 	<ul style="list-style-type: none"> ▪ Observe behaviours and feelings when I do want to rescue people 	<ul style="list-style-type: none"> ▪ Feedback from supervisor
<ul style="list-style-type: none"> ▪ Manage reluctance and resistance in clients 	<ul style="list-style-type: none"> ▪ Develop an awareness of helpful and unhelpful responses 	<ul style="list-style-type: none"> ▪ Personal journal

5 – STUDENT AND SUPERVISOR DECLARATION

- This contract and supervision schedule has been developed within the first 20 hours or two weeks of placement
- This contract and supervision schedule has been developed in consultation with the placement supervisor
- This contract and supervision will be referred to during supervision sessions and amended as required

Supervisor Signature

X SIGN HERE

Date

DD/M M/YYYY

Student Signature

X SIGN HERE

Date

DD/M M/YYYY

Date Received

Office Use Only Office Use Only
Office Use Only Office Use Only

Placement learning goals are to be developed in consultation with supervisors within the first 20 hours or two weeks of placement. Once completed, a copy of this contract must be submitted to the Student Placement Department.

Sydney • Distance • Online

T 02 9964 6300
F 02 9964 6370

studentplacementsyd@acap.edu.au
Locked Bag 11
Strawberry Hills NSW 2000

Brisbane Campus

T 07 3234 4400
F 07 3236 0037

studentplacementbris@acap.edu.au
PO Box 10469, Adelaide Street,
Brisbane QLD 4000

Melbourne Campus

T 03 8613 0600
F 03 9614 0531

studentplacementmelb@acap.edu.au
PO Box 12322
Melbourne VIC 8006