

Engaged Learning

A Learning Experience

While you are at your Engaged Learning placement, your main job is to be present for everything the experience has to offer. However, the learning really begins when you reflect on the experience. I recommend using the time it takes you to get home to reflect on the following questions:

- **What?** What did you see? What did you hear? Whom did you meet? Did you have any emotional reactions to the experience?
- **So What?** What seems important from the experience? Did anything remind you of something you have read or discussed in class?
- **Now What?** Do you have any unanswered questions? Is there anything you are curious about? Is there anything you'll do differently next time?

A Community Experience

All the people at your placement—the staff, the other volunteers, the organizations' clients—are welcoming you into their space and their community. Please be aware of their generosity and respectful of their time, their rules, and their ways of doing things. Most of the time, relationships between students and placements are harmonious, but **if you have any issues at all, please contact Sarah, the Engaged Learning Coordinator.**

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Keys to a Safe and Successful Experience

- **Communication** Be sure to get in touch with your placement early. When you are there, know who your supervisor is and how to get in touch with them
- **Understand the Expectations** Ask questions about how things are done at your placement. Make sure you know what your role is supposed to be and stick to that
- **Be Professional** Show up when you say you will, be clear and courteous in your communications, and don't show favouritism to anyone at the placement. Be thoughtful about what personal information to share
- **Advocate for Yourself** If you ever feel uncomfortable or unsafe in any way, remove yourself from the situation. Then, communicate with your placement supervisor to find a solution. If you need someone to advocate for you, the Engaged Learning Coordinator (Sarah) is a good person to start with.

If you want to have the best possible experience:

- Get started early
- Do something that gets you out of your comfort zone
- Get to know the people you're working with
- Think of yourself as a community member or collaborator with the people at your placement—instead of imagining yourself doing something *for* them, consider this an opportunity to be a part of their work

The Engaged Learning Agreement

Here are some of the key points:

Placement Guidelines

You agree to act in a safe and respectful manner at your placement. Follow the policies and procedures they have in place.

Student Obligations

You agree to complete the service hours you have committed to. If there is any reason you can't complete them, contact Sarah.

Confidentiality

Only give out your personal information for official reasons (eg: a registration form). Respect the confidentiality of the people at your placement.

Media Release

We may want to take pictures or video of you, or to record your comments. You agree to let us publish them.

Medical Release

If you need professional medical care while at your placement, you agree to accept it.

Assumption of Risk

There are risks associated with Engaged Learning. You agree to take on this risks and don't hold the College liable for any injury or damage that results from participating in the program.

The full text of the Agreement should have been sent to you by email. If you can't find it, contact Sarah.

Your Engaged Learning Checklist

- Meet with the Engaged Learning Coordinator**
Date to complete: Friday, September 29
- Contact your placement**
Date to complete: _____
- First visit to your placement**
 - Discuss where and when you will be there
 - Discuss what you will be doing
 - Complete any required training or orientation
 - Find out who to contact if you have questions or concernsDate to complete: _____
- Complete your hours**
I am committing to: _____
Date to complete: _____
- Submit your time sheet**
Date to complete: _____
- Follow-up meeting with Sarah**
Date to complete: Tuesday, December 5
- Submit your class assignment**
Date to complete: _____

If you are falling behind or need help, contact Sarah ASAP to discuss options! We want to see you succeed!