

Methodist Children's Home



Recreation Internship Syllabus

Contact: Karen Melton, ext 102

Name of Intern _____

Week 1: MCH Recreation Orientation

- ◇ Background Check paperwork
- ◇ All agreements signed and turned in
- ◇ TB test results read
- ◇ Drug Test
- ◇ ID assigned
- ◇ Keys signed out
- ◇ Orientation to Recreation Internship
 - Overview
 - Expectations
 - Assess, Plan, Implement, Evaluate
 - Coordinating
 - Special Project
- ◇ Reading Materials: All to be read by Week 3
 - Intern Manual
 - Department Manual
 - MCH Employee Orientation Manual
 - Reclaiming Youth at Risk
 - Licensing Manual (Section on Recreation)
- ◇ Introduction to Home Units
- ◇ Ropes Course Training
- ◇ Horse Introduction

Week 2: MCH Employee Orientation

- ◇ SAMA Containment Training
- ◇ MCH Orientation
- ◇ First Aid/ CPR/ Medication
- ◇ Van Driving

- ◇ Defensive Driving
- ◇ Basic Child Care Skills
- ◇ Behavior Intervention- Introduction to LSCI
- ◇ Tours of Campus Departments

Week 3: Lifeguard and Camping Training

- ◇ Due: Home Unit Assessments
- ◇ Due: Week 4 & 5 Recreation Plans
- ◇ Due: All Reading Assignments
- ◇ Lifeguard Training
- ◇ Camping Training (during camping trip *Reclaiming Youth at Risk* will be discussed extensively)
- ◇ Full Value Contract

Week 4: Recreation

- ◇ Due: Week 6 Recreation Plans
- ◇ Daily Meetings 11am
- ◇ Meet with Caseworker and Home Unit Parents/ YCC Supervisor
- ◇ Choose 1:1 case
- ◇ Complete assessments for any new residents

Week 5: Recreation

- ◇ Due: Week 7 Recreation Plans
- ◇ Daily Meetings 11am
- ◇ Meet with Caseworker and Home Unit Parents/ YCC Supervisor
- ◇ 1:1 Session plus notes
- ◇ Complete assessments for any new residents

Week 6: Recreation

- ◇ Midterm Evaluation (end of week)
- ◇ Due: Week 8 Recreation Plans

- ◇ Daily Meetings 11am
- ◇ Meet with Caseworker and Home Unit Parents/ YCC Supervisor
- ◇ 1:1 Session plus notes
- ◇ Complete assessments for any new residents

Week 7: Recreation

- ◇ Special Project Check-In
- ◇ Due: Week 9 Recreation Plans
- ◇ Daily Meetings 11am
- ◇ Meet with Caseworker and Home Unit Parents/ YCC Supervisor
- ◇ 1:1 Session plus notes
- ◇ Complete assessments for any new residents

Week 8: Recreation

- ◇ Special Project Check-In
- ◇ Due: Week 10 Recreation Plans
- ◇ Daily Meetings 11am
- ◇ Meet with Caseworker and Home Unit Parents/ YCC Supervisor
- ◇ 1:1 Session plus notes
- ◇ Complete assessments for any new residents

Week 9: Recreation

- ◇ Due: Week 11 Recreation Plans
- ◇ Daily Meetings 11am
- ◇ Meet with Caseworker and Home Unit Parents/ YCC Supervisor
- ◇ 1:1 Session plus notes
- ◇ Complete assessments for any new residents

Week 10: Recreation

- ◇ Due: Week 12 Recreation Plans
- ◇ Daily Meetings 11am
- ◇ Meet with Caseworker and Home Unit Parents/ YCC Supervisor
- ◇ 1:1 Session plus notes
- ◇ Complete assessments for any new residents

Week 11: Recreation

*If not 12-weeks repeat weeks 10 until completion:

- ◇ Begin Final Evaluations
- ◇ Daily Meetings 11am
- ◇ Meet with Caseworker and Home Unit Parents/ YCC Supervisor
- ◇ 1:1 Session plus notes
- ◇ Complete assessments for any new residents

Week 12: Wrap-up Recreation

- ◇ Due: Final Evaluations
- ◇ Due: 1:1 Case
- ◇ Due: Special Project
- ◇ Finish any Awaiting Documentation
- ◇ Terminate Activities and sessions with residents
- ◇ Turn in ID and Keys
- ◇ Make copies of logged hours
- ◇ Daily Meetings 11am
- ◇ Meet with Caseworker and Home Unit Parents/ YCC Supervisor