Practicum/Internship Site Supervision

School Counselors help students build bright futures!

Giving Back to Our Profession
As a site supervisor, you will....

- Give back to profession in a meaningful way
- Ensure a successful future for Missouri Comprehensive School Counseling Program
- Provide authentic, meaningful experiences
- Clarify your role by attending this session!
2016 ASCA Code of Ethics
Section D: School Counseling Intern Site supervisors

• Eligibility
  • Certified School Counselors
  • Understand comprehensive school counseling programs
  • Educated and trained in supervision
  • Use an on-going collaborative model of supervision to promote growth and best practices
  • Culturally competent
2016 ASCA Code of Ethics
Section D: School Counseling Intern Site supervisors

• Responsibilities
  • Avoid dual relationships
  • Make sure trainees understand evaluation process
  • Complete evaluations and provide feedback in a timely manner
  • Use appropriate evaluation instruments
  • Communicate, communicate, communicate
Four Common Styles of Supervision

- Authoritarian
- Laissez Faire
- Companionable
- Collaborative
Collaborative Site Supervisor Role

- Cooperative effort
- Dual focus
- School goals
- Personal & professional goals
- Early identification of potential problems
- Development of strategies for improvement
- Dedication to assistance & advancement within the profession
Collaborative

Intern Role

- This is the best possible scenario so take advantage of it!
- Contribute equally to the team
- Understand goals of the department and your role in meeting them
- Accept and embrace support of your site supervisor
- Listen, act and learn!
What We Tell Our Students....

- Very busy
- Fluid calendar
- No two days are the same
- Crisis Situations
- Cannot always be at your side
- Difficult to stick to a daily plan
What We Want from Our Students...

• Be a Self Starter
• Be where you say you will be, when you say you will be there!
• Take every opportunity to interact with students
• Be flexible and open to participation in a variety of school-related activities
Stages of Training

**Stage 1: Practicum**
- Motivated
- Anxious
- Fearful of evaluation
- 100 hours

**Stage 2: Internship #1**
- Fluctuating confidence & motivation
- Gaining understanding of role
- Ready for responsibility
- 300 hours

**Stage 3: Internship #2**
- Secure, stable in motivation & confidence
- Accurate empathy tempered by objectivity
- Eager to take on additional responsibilities
- 300 hours
Internship Requirements

Direct Services (40% of hours)
- Counseling Curriculum Delivery
- Individual Counseling
- Group Counseling
- Consultation
- Individual Student Planning

Indirect Services (60% of hours)
- System Support
- Professional Development
- Class Attendance
- Class Assignments
Typical Program Requirements

- One hour per week of direct supervision
- Video and/or Audiotaping
- Create experiences to complete required hours
- Performance evaluation
WEEKLY ACTIVITIES

- School Counseling Curriculum, Responsive Services, Individual Student Planning, 40%
- Supervision, 5%
- Professional Development & Research, 15%
- System Support, 10%
- Class Time, 30%
**Weekly Activity Log**

- CIT provides summary of positive experiences and concerns and signs.
- SS completes check box info, provides comments as needed and signs.
- Check Box:

**Site Supervisor Weekly Feedback of Practicum Student**

<table>
<thead>
<tr>
<th>The Practicum Student:</th>
<th>Yes</th>
<th>No</th>
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<tbody>
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<td>• was present and arrived on time.</td>
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<td>• gave appropriate notification if late or not present.</td>
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<td>• demonstrated professionalism with students, staff, supervisor.</td>
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<td>• was actively engaged in the counseling activities.</td>
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<td>• demonstrated skills as a self starter.</td>
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<td>• sought information and asked appropriate questions.</td>
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Role of the Counseling Student

**Weekly**

- Practicum Site Supervisor (PSS) and Practicum Student (CIT) meet minimum one hour weekly and discuss happenings.
- Practicum site Supervisor and Practicum Student review weekly log.

**Weeks 1-2:**
- Complete paperwork, observe, learn about site,
- and review evaluation tools.

**Weeks 3-4:**
- Assist CIS in planning, co-facilitating
- lessons/activities.
- Observing parent meetings.
Role of the Counseling Student

**Weeks 5-7:**
- Plan/Instruct counseling lessons/groups on own
- Continue activities from Weeks 1-4

**Week 8:**
- Submit completed mid term evaluations
- Review semester goals

**Weeks 9-16**
- Continue practicum experience and work on areas of concern
- Complete and submit summative practicum evaluations
Assessing Ability

- The performance evaluation process exists primarily for the **improvement of effective practice as it relates to student performance**
- To evaluate the quality of the student’s ability as a helping professional, Site Supervisors complete 2 Formative Assessment and 1 Summative Assessment during the semester
Missouri School Counselor Performance Evaluation

School Counseling Standards:
#1: Student Development  
#2: School Counseling Program Implementation  
#3: Professional Relationships  
#4: Leadership and Advocacy  
#5: Ethical and Professional Conduct
MEES Assessment Tool Training & Documents

https://dese.mo.gov/college-career-readiness/school-counseling/counselor-educators
Reflect and Plan

Will Your Plan Cause Professional Growth & Impact Student Performance?

- Was there improvement in knowledge, skills and practice to positively impact student outcomes?
- Was there personal & professional growth?
- What’s next? Collaborate to plan for next steps.
- Continue to acquire new knowledge and practice new strategies and skills.
Addressing Areas of Concern

Contact Faculty Supervisor with concerns immediately.

- Ethical Issues
- Boundaries
- Skillset
- Professional Demeanor
- Knowledge of Implementation
Questions
or
Comments
Contact Information

- Sara Carpenter: scarpenter@stephens.edu
- Ann Landes: alandes@stephens.edu
- Susan Perkins: sperkins@cpsk12.org
- Carolyn Roof: croof@stephens.edu
Conference Announcements

- For all conference related information, download the Conference Yapp App. The Yapp ID is MSCA18.
Support this year’s Annual Project through raffles, Monday reserved seating, poker run, project walk, and service project.

Make plans to participate in evening activities:
- Hospitalities and Poker Run from 5:00-7:00 p.m.
- Service Project Activity beginning at 7:00 p.m.
- Trivia Night beginning at 7:00 p.m.
- Project Walk beginning at 9:00 p.m.
- Evening Social and Live Music beginning at 10:00 p.m.

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