JEFFERSON COLLEGE
COURSE SYLLABUS

HPE235
SPORT MANAGEMENT PRACTICUM
3 Credit Hours

Prepared by:
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January 2010

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HPE235  Sport Management Practicum

I. CATALOGUE DESCRIPTION

A. Pre-requisite: HPE140 Foundations of Sport Management

B. 3 semester hours credit

C. Sport Management Practicum allows students to complete practical experiences while working as an active member of a sport-related enterprise. For a minimum of 200 contact hours, students will function under the direct guidance of a site supervisor and classroom instructor. Student experiences can involve any combination of tasks including completing duties/jobs as assigned by the field supervisor, shadowing a supervisor to learn about job performance, and training relative to certain aspects of the supervisor’s job. Both the supervisor and instructor are involved in evaluating student. (S)

II. EXPECTED LEARNING OUTCOMES WITH ASSESSMENT MEASURES

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<tr>
<th>OUTCOMES</th>
<th>ASSESSMENT S</th>
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<tr>
<td>Analyze at least two specific aspects of the daily operations of a sports-related enterprise.</td>
<td>Research Paper</td>
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<td>Portfolio</td>
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<td>Weekly S.W.O.T. worksheet</td>
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<td>Field Experience Analysis</td>
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<td>Judge the effectiveness of organizational and administrative techniques as they relate to the utilization of personnel and resources at a specific sport management site.</td>
<td>Portfolio</td>
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<td>Research Paper</td>
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<td>Journal</td>
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<td>Field Experience Analysis</td>
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<td>Weigh the value of collaborating with others who are working toward the success of the organization (after participating in a lab experience in the field).</td>
<td>Reflection</td>
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<td>Portfolio</td>
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<td>Field Experience Analysis</td>
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<td>Determine appropriate responses to sensitive issues such as affirmative action and sex/race discrimination, legal matters, public relations and personal/business ethics.</td>
<td>Weekly S.W.O.T. worksheet</td>
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<td>Presentation</td>
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<td>Discussion</td>
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<td>Journal</td>
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<td>Field Experience Analysis</td>
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III. OUTLINE OF TOPICS

A. Introduction to Practicum
   1. Internship
   2. Field Experience Readiness
   3. Sport Management Program Characteristics
4. Quality of Field Experience
5. Acceptance into Field Experience Practicum

B. Planning for Sport Management Field Experience
   1. Site Search
   2. Unique Characteristics of Field Sites
   3. Sponsoring Organizations
   4. Cooperative Programs including Private/Public/Municipal Industries

C. Planning, Preparing and Presenting Credentials for Field Experiences
   1. Resumes, Cover Letter, and Recommendations
   2. Supporting Documents and Credentials
   3. Applicant Interviews

D. Sport Management Field Experiences
   1. Educational Objectives of Field Experiences
   2. Responsibilities
   3. Expectations of Field Students
   4. Responsibilities of Field Experience Coordinator
   5. Responsibilities of Sponsoring Organization/Site Supervisor
   6. Responsibilities and Expectations of Sponsoring Institutions

E. Academic Exercises for Field Experience Students
   1. Organizational Mission
   2. Continuous Report: Work Log
   3. Lines of Authority
   4. Communication Methods and Effectiveness
   5. Situational Leadership
   6. Power and Influence Observation
   7. Compromise
   8. Organizational Change
   9. Time and Stress Observation
   10. Exit Interview

IV. METHOD(S) OF INSTRUCTION

A. Field Experience

B. Discussions

C. Presentations/Demonstrations

V. REQUIRED TEXTBOOK(s)

VI. REQUIRED MATERIALS (student)

   Textbook

VII. SUPPLEMENTAL REFERENCES

   Library Resources: present offerings and anticipated texts, journals, video/audio tapes, software, etc.

VIII. METHOD OF EVALUATION

   A. Discussion
   B. Field Experience Analysis
   C. Journal
   D. Portfolio
   E. Presentation
   F. Research Paper
   G. S.W.O.T. worksheet

IX. ADA STATEMENT

   Any student requiring special accommodations should inform the instructor and the Coordinator of Disability Support Services (Library; phone 636-797-3000, ext. 169).

X. ACADEMIC HONESTY STATEMENT

   All students are responsible for complying with campus policies as stated in the Student Handbook (see College website http://www.jeffco.edu/jeffco/index.php?option=com_weblinks&catid=26&Itemid=84)