

La Trobe University
School of Occupational Therapy

Invites you to:

Skills for Fieldwork Supervision Workshop

Presented by Lieve De Clercq, Senior lecturer and Fieldwork Coordinator

At the La Trobe University, City Campus

215 Franklin Street, Melbourne

Room FS 256

Telephone 9285 5100

<http://www.latrobe.edu.au/city/franklinst/franklinst.htm>

This *one day workshop* is offered on *Thursday 11 December 2008*, from *9.15am – 4.00pm*. *Attendance is free – Lunch and morning/ afternoon tea are provided.*

This workshop is aimed at therapists who have not supervised students before, as well as therapists who would like to refresh their supervision skills, or would like to familiarise themselves with contemporary fieldwork practices.

Workshop Objectives - By the completion of the workshop, participants will be better able to:

- **Identify the primary roles and responsibilities of a fieldwork supervisor, and the support for supervisors when students are on placement.**
- **Identify and organise the various administrative tasks required by a supervisor prior and during a placement**
- **Identify their own learning style, and have an appreciation of the different ways in which adults learn and solve problems.**
- **Use a learning contract in assisting professional development**
- **Identify the characteristics of effective feedback, and formal assessment protocol.**
- **Use the Student Placement Evaluation form (SPEF) to assess students' fieldwork performance (with emphasis on how to use it for challenging students).**

I would like to attend the workshop on Thursday 11 December '08

Name:.....

Tel (Bus.).....**Tel (Home):**.....

Mobile:..... **Fax:**.....

Address:.....

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Email:.....

Please send or fax application form to:

**Dani Spiby
External Relations Officer
Division of Allied Health
Faculty of Health Sciences
La Trobe University
Victoria 3086
Fax: 9479 5739**

Please note that each workshop will run with a maximum of 35 participants, and we will accept applications in order of receipt.

For any inquiries, please do not hesitate to contact Dani Spiby or Lieve De Clercq.

**Dani: 9479 5727 email: Octcso@latrobe.edu.au
Lieve: 9479 5854 email: l.declercq@latrobe.edu.au**

We look forward to seeing you there!