

## Counseling- Student Affairs Fieldwork Contract

**(To be completed by Student in coordination with the On-Site Supervisor)**

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| **Student Name:** | **NAU ID:** |
| **Academic Program:** | **Student Email:** |
| **Phone:** | **Semester/Year:** |
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| **On-Site Supervisor:**        **Site:**        **Start Date:** | **Supervisor Title:**  **Supervisor Email:**  **Completion Date:** |
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EPS 608- Student Affairs Fieldwork experience requires 300 hours of service to be completed within the students’ 20-hour graduate assistantship or another approved environment for student affairs work.

1. **Please provide a brief explanation of the overall goal of fieldwork experience**:

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1. **Alignment with ACPA/NASPA Competency Areas:**

Please check all that apply below (aim for 2-3). These chosen competencies will help inform the different activities within the fieldwork experience. Refer to linked [document](chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https:/www.naspa.org/images/uploads/main/ACPA_NASPA_Professional_Competencies_FINAL.pdf) for skills associated with each competency.

Advising and Supporting

Assessment, Evaluation, & Research

Law, Policy, & Governance

Leadership

Organization & Human Resources

Personal & Ethical Foundations

Social Justice & Inclusion

Student Learning & Development

Technology

Values, Philosophy, & History

1. **Fieldwork Activities**

Below, please describe in detail the student’s expected activities, tasks, and responsibilities that will comprise the 300-hour fieldwork experience. Examples may include: supervision of a student organization, individual student contact such as career advising, mentoring, group presentations, assessment measures, program planning, etc. These experiences can be a part of current graduate assistantship or full-time position, but the purpose of the fieldwork experience is to go beyond daily duties to develop specific skills through intentional activities or new projects.

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| **Activity #1:**  **Activity #2:**  **Activity #3:**  **Activity #4:**  **Activity #5:**  **Activity #6:**  **Activity #7:**  **Activity #8:**  **Activity #9:**  **Activity #10:** | **Expected**  **Contact Hours** |
| **Minimum Service Total (180):** |  |
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| One-on-one Meetings with Supervisor(s) (direct contact with position supervisor) |  |
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| Group/Team Meetings (this can include 12 hours of EPS 608 in-class time and departmental staff meetings, professional development, and other trainings) |  |
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| **Total (300):** |  |
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| 1. **Signatures (please print and sign or Adobe signatures)**   **CSA Student** |  |
| As the CSA student, I agree to follow-through on outlined details for my fieldwork experience, as well as my additional agreed upon responsibilities. Should issues arise, I understand that early and quick communication will be necessary to re-negotiate the terms or scope. I understand that my failure to do so may impact my evaluation and grade in EPS 608  **Name:**  **Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Date:** |
| **On-Site Supervisor**  As the onsite supervisor, I agree to make myself available to the CSA student for advice, guidance, and support. I agree to follow-through with planned midterm and final evaluation forms alongside CSA student and will submit these to the faculty supervisor within appropriate time range.  **Name:**  **Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Date:** |
| **Faculty Supervisor**  As the faculty supervisor, I agree to be available to both the CSA student and their onsite supervisor for advice, direction, and support. I agree to reach out to relevant parties to remind them of upcoming deadlines and their respective responsibilities**.**  **Name:**  **Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Date:** |