



Lorain County JVS Adult Career Center Work-Based Activities Plan 2020

Overview

The Work-Based Activities Plan is designed to ensure that students experience a real world environment in their field of study utilizing the knowledge and skills attained in the program. This gives the students the opportunity to relate theory to practical application in a professional setting, and demonstrate competencies, work habits and attitudes needed for employment in the profession.

At Lorain County JVS Adult Career Center, the term used for work-based activities matches the most-commonly used industry-specific term. The following applies:

- **Externship** – all medical & dental programs
- **Internal Work-Base** learning is done onsite with various programs that offer outside client services.

Lorain County JVS Adult Career Center utilizes the following documents within the Work-Based Activities Plan:

- **Affiliation agreement** – agreement between the school, the student and the work-based activity site that describes the responsibilities of each party. Also referred to as a contract.
- **Training agreement plan** – agreement between the student, instructor and the work-based site's preceptor defining the scope and responsibility of each party.
- **Evaluations** – measures student skill-based competencies and performance during a work-based activity. Evaluations are completed by the work-based activity site preceptor and returned to the program instructor.

Personnel Responsible for Overseeing the Plan

Instructors and coordinators who supervise the work-based activity, maintain the appropriate licensure and/or certification. An on-site employer representative/preceptor is designated and responsible for overseeing the plan.

Review/Evaluation/Revision

Work-based training plans are reviewed and evaluated annually by the program coordinator and Instructor.