

Introduction

The Kids Brain Health Practicum program is for the Canadian health sector and provides opportunities for graduate students and other post-undergrads to obtain work experience that will advance their career opportunities. Practicums will see students placed with Canadian and International partner governmental or not-for-profit organizations for projects that will last from 4 to 6 months. This experience will allow students to work on a short-term project that leverages their university experience and provides them hands-on practical experience within partner organizations and in different sector environments that will benefit their career development and enhance their future job readiness.

Trainees will spend most of their time on-site with their partner organization, but may also spend time at their home university when they need access to university expertise. Supervising professors are expected to provide an advisory role for the students.

Internships and practica are open to all disciplines that engage with the health sector at Canadian universities/institutions, health care centres, and engaged community organizations.

What is the difference between an Internship and Practicum placement?

An **Internship opportunity** outlines a specific program of research training that brings together academic investigators and non-academic entities (industry, not-for-profits, and community organizations) in support of a defined collaborative research project. This opportunity may provide the trainee with experience in the partner's sector/environment and potential opportunity for future employment with that entity and/or sector.

A **Practicum placement** outlines a specific program of training within not-for-profits/community organizations that focusses on facilitating research and/or program development within the community the trainees are embedded. This opportunity will provide enriched exposure to the organization structure and processes as well as its community members, in order to enhance the trainee's readiness for future employment with that entity and/or sector.

What does this mean for students?

- All post-baccalaureate trainees, graduate students, and post-graduate trainees at Canadian universities are eligible
- Applications can be submitted for in-cycle Spring and Fall receipt dates (applications will also be accepted between cycles under justified circumstances) and internships/practica can start at any time
- Decisions on applications will be made in no more than 4 weeks
- Projects will be reviewed by the KBHN Research and Training Committee to ensure practicums provide high quality opportunities. Preference will be given to applications where the trainee has the potential to create an impact in an area aligned with one or more KBHN strategic goals and objectives

What does this mean for supervising professors?

- Provide input to the trainee on preparation of the KBHN Practicum proposal
- Receive funds from KBHN and ensure the trainee receives their stipend and travel funds if needed
- Potential to connect with a new partner organization and to have a research project funded

What does this mean for sponsoring partner organizations who host trainees?

- Support for a 4-6 month project/training experience to address their needs
- Access to high quality expertise from universities

- Ability to get to know potential future job candidates
- KBHN and the university manage all administrative and financial issues; the trainee is not an employee
- Sponsoring partner organizations will provide up to a 50% match in support (negotiable depending on partner ability (for profit partners expected to provide greater support, while not-for-profit/community organizations may justify lower in-kind/cash support))

Details of the program support

- Internship/Practicum Stipend: The trainee will receive \$2500 per month (in matched funds for the 4- 6 month term), therefore if the practicum lasts 4 months = \$10,000 total support and 6-month term = \$15,000 total support for the trainee
- Leveraging partner support: The industry/for-profit host organization agrees to provide 1:1 (50%) matched support for the full award term to KBHN for the sole and exclusive purposes of co-funding the internship/practicum. Not-for-profit/community organizations may justify (based on need) provision of lower cash support and request additional KBHN support for the difference
- The payment for the stipend will be provided to the trainee's academic institution through their academic supervisor for distribution
- Additional travel support (up to \$1000/yr) for attending the KBHN annual conference or trainee workshop is available through application to KBHN Training Program
- The named trainee must be enrolled/affiliated at a Canadian university program and have an academic supervisor that is eligible to receive Tri-council funds. Post-baccalaureate students, must demonstrate commitment to continue academic/community engaged pursuits following this training opportunity and must be engaged with an academic supervisor that is eligible to receive Tri-council funds
- Both Canadian and foreign trainees are eligible to participate, but must have an affiliation with a Canadian academic institution/supervisor
- The trainee will remain a student/postdoc fellow at their university while (s)he is on a practicum (exceptions to active academic status must be justified in the application)
- Trainees may complete up to 2 practicum terms with proper justification for engaging with the partner organization throughout each term (1-year maximum)

Partner eligibility

Sponsoring partner organizations should be Canadian non-university organizations including not-for-profit and government organizations. International organizations will be eligible on a case-by-case basis where students are able to obtain experiences that they either cannot obtain in Canada and/or make an important contribution to an international health issue.

Expectations of the trainee applying for a practicum

- Develop a KBHN practicum application with input from supervising professor that is aligned with KBHN goals/objectives
- Must work on the approved activity full-time or a minimum of 80% FTE engagement with the host partner team. Not less than 50% time with prorated support (i.e., 0.5 FTE for 1-year term equals a 6-month equivalent)
- Organize regular status meetings with the academic and partner supervisors
- Contact KBHN regarding any questions or concerns about the practicum both before or during the period
- Ensure confidentiality of partner information as required
- The trainee will work with the host & home supervisors to prepare a final report on the achievements and/or results of the project to be due within one month of the end of the training

term

- Complete an end-of-project survey on experience during practicum

Expectations of the sponsoring partner

- Work with the trainee and their academic supervisor to agree on the scope of the project to be undertaken during the practicum
- Sign off on the practicum application
- Where necessary support to the trainee in his/her dealings within the partner organization
- Ensure that the trainee's activities at the partner site are limited to those specified in the project plan
- Complete an end-of-project survey within one month of the completion of the practicum