

## **University of Winnipeg Criminal Justice Placement Program**

### What is the placement program?

The Criminal Justice Field Placement (CJFP) course (CJ-3800/4800/7800) provides criminal justice students at the University of Winnipeg with an opportunity to gain valuable experience in the field of criminal justice. Through supervision by criminal justice professionals, students acquire competencies in justice-related knowledge, skills and abilities.

The CJFP is an unpaid practicum experience that provides students with 6 credits towards their diploma. The course runs from September to May and includes a weekly in-class component, as well as a field component. For the field component, the University of Winnipeg Field Placement Coordinator (UW Coordinator) works with an on-site criminal justice agency contact (i.e., the Practicum Supervisor) to supervise and support practicum students.

### How can I register for the placement program?

There are 3 types of placements. Undergraduate students can register for CJ-3800 (regular field placement) or CJ-4800 (research or evaluation field placement), while graduate students can register for GCJ-7800. The course descriptions are provided below.

**CJ-3800: (6) Criminal Justice Field Placement (3 hrs Apprenticeship/Internship/Practicum)**  
Places students in a criminal justice or human services agency. Students provide service to the community while gaining the benefit of practitioner experience. The course instructor will assist students in applying lessons learned in the class room to their respective placements through structured class discussion, reflective journals and a library paper assignment.

**CJ-4800: (6) Research Field Practicum (3 hrs Apprenticeship/Internship/Practicum)** This applied course will give students the opportunity for service based learning. Students will spend eight hours per week at a previously arranged field site and engage in service.

**GCJ-7800: (6) Criminal Justice Research Field Placement.** This course places students in a criminal justice or human services agency to conduct a research project or projects. Students provide service to the community while gaining the benefit of practitioner experience.

Unlike other courses, you require departmental approval to register for any of these courses. Approval is granted through the following process:

1. Verify that you meet the eligibility requirements for each course (listed below)
2. Complete the online application to apply to the CJFP before the deadline of March 15, 2020
3. Approved applicants will be contacted by the UW Coordinator in early April and provided with a departmental permission slip to register for the CJFP.

### What are the eligibility criteria for each type of placement?

#### **CJ-3800**

- Completion of CJ-1002 (Intro), CJ-2100 (Foundations), and CJ-2130 (Criminal Law)

- Completion of 6 credit hours in other CJ courses (e.g., policing, corrections or victimology)

#### CJ-4800

- Must be in the CJ Honours program
- Completion of CJ-1002 (Intro), CJ-2100 (Foundations), CJ-2101 (Research Methods), and CJ-2130 (Criminal Law)
- Completion of 6 credit hours in other CJ courses (e.g., policing, corrections or victimology)

#### GCJ-7800

- Must be registered as a CJ graduate student from September 2020 to April 2021

#### What happens after I register for the course?

In May you will begin your interviews and security screening for your desired placement. Each organization has different selection and security screening criteria, so this step will differ depending on where you are placed. The UW Coordinator will put you in contact with the organizational contact to answer any questions you have about the interview and screening procedures. It is the student's responsibility to ensure that all security procedures are completed promptly so that the student may begin their placement in September.

#### Where could I be placed?

Our students have held placements with various law enforcement agencies (e.g., the Winnipeg Police, the RCMP, Canadian Border Service Agency and the Downtown Watch), correctional institutions (e.g., Stony Mountain), community agencies (e.g., the Elizabeth Fry Society, John Howard Society), legal help clinics and justice organizations (Manitoba Justice). You can also propose your own placement.

#### What will I be expected to do once I begin my placement?

As a participant of the CJFP program, each Practicum Student is expected to:

- Participate in any interviews or selection procedures requested by the agency;
- Inquire about and successfully complete any security procedures required by the placement agency or requested by the Practicum Supervisor;
- Complete 160 hours of work at their placement agency between the period of September and May (typically, this works out to Practicum Students completing approximately 7.5hrs/day, one day a week, allowing for exceptions during university study breaks); and
- Bring to the attention of their Practicum Supervisor and/or UW Coordinator, any issues that arise that may pose an obstacle to completing their practicum duties.

Is there a class and coursework in addition to what I do at my placement?

Yes. In addition to your 160 placement hours, each course has course readings and assessments you must complete that go towards your grade for the course. However, the class that accompanies your placement is held online. With the exception of a small number of in person meetings scheduled in advance, your coursework and assessments will be completed using Nexus, the University of Winnipeg's digital learning platform.

I am ready to apply, where can I find the application form?

You can access the online application form through the following link:

<https://www.surveymonkey.ca/r/UWCJPLAC20>

Who can I contact for more information:

Sarah Heath ([s.heath@uwinnipeg.ca](mailto:s.heath@uwinnipeg.ca))

Instructor III

Department of Criminal Justice

University of Winnipeg