



## Summary of Related Experience

Full Name:	Jane Doe	Date	
Program applying for:	Secondary PDP	Student #, if known:	V00

- Your experience must be a total of 75 hours (minimum) within the last 4 years (Dec 2019 – Dec 2023)
- 50 of those 75 hours must have taken place in Canada, within the last 2 years (Dec 2021 – Dec 2023)

### Description of Experience (reference 1)

Reference name & email:	<i>Tim Smith - timsmith@localorganization.ca</i>		
Organization name & city:	<i>Local Community Organization, Nanaimo BC</i>		
Your job title:	<i>Group Leader</i>		
Date range of experience:	<i>October 2021 – December 2022</i>		
Total relevant hours in this setting	<i>Dec 2021-Dec 2023: 104 hours</i>	<i>Dec 2019 – Dec 2021: 24 hours</i>	
How did the referee observe you (the applicant) working with groups of grade K-12 youth?	<i>Tim was the program coordinator who supervised the after-school programs offered by my local Community Organization. He oversaw my planning and he watched me with the groups of student for whom I was responsible during after school programming.</i>		
Provide a description of your experience, including your duties:	<i>Twice a week after-school care programming for elementary school students between K-5. I organized activities and provided homework support.</i>		
What was your (the applicant's) key learning during this experience?	<i>Include what you learned about teaching and learning here...</i>		

### Description of Experience (reference 2)

Reference name & email:	<i>Sarita Grewal – sgrewal@ccc.ca</i>		
Organization name & location:	<i>Collingwood Community Center in Nanaimo</i>		
Your job title:	<i>Group Facilitator</i>		
Date range of experience:	<i>June 2015 – June 2023 – 2 hours a week</i>		
Total relevant hours in this setting	<i>Dec 2021-Dec 2023: 36 hours</i>	<i>Dec 2019 – Dec 2021: 208</i>	
How did the referee observe you (the applicant) working with groups of grade K-12 youth?	<i>Most recently I worked as a leader in a "drop in" program through the Collingwood Community Centre. My supervisor, Sarita, was present for the group activities and group sessions.</i>		
Provide a description of your experience, including your duties:	<i>Once a week (2hrs) after school programming for Grade 5 – 7 needing homework and life skills support. This included in-person support groups and facilitating peer support amongst the program participants. We also would go on out trips and I helped our participants develop social and emotional skills.</i>		
What was your (the applicant's) key learning during this experience?	<i>Include what you learned about teaching and learning here...</i>		

### Any additional experience pertinent to your application

Organization name & location:	<i>Nanaimo Swim Club</i>		
Your job title:	<i>Swim coach assistant</i>		
Total relevant hours in this setting	<i>Dec 2021-Dec 2023: 24 hours</i>	<i>Dec 2019 – Dec 2021: N/A</i>	
This experience was acquired with grade K-12 youth	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	

It is your responsibility to ensure that the information you have supplied on this form meets the criteria outlined in the application instructions. Failure to do so may result in your application being ineligible for admission.

**NOTE: Please keep this document to one page**