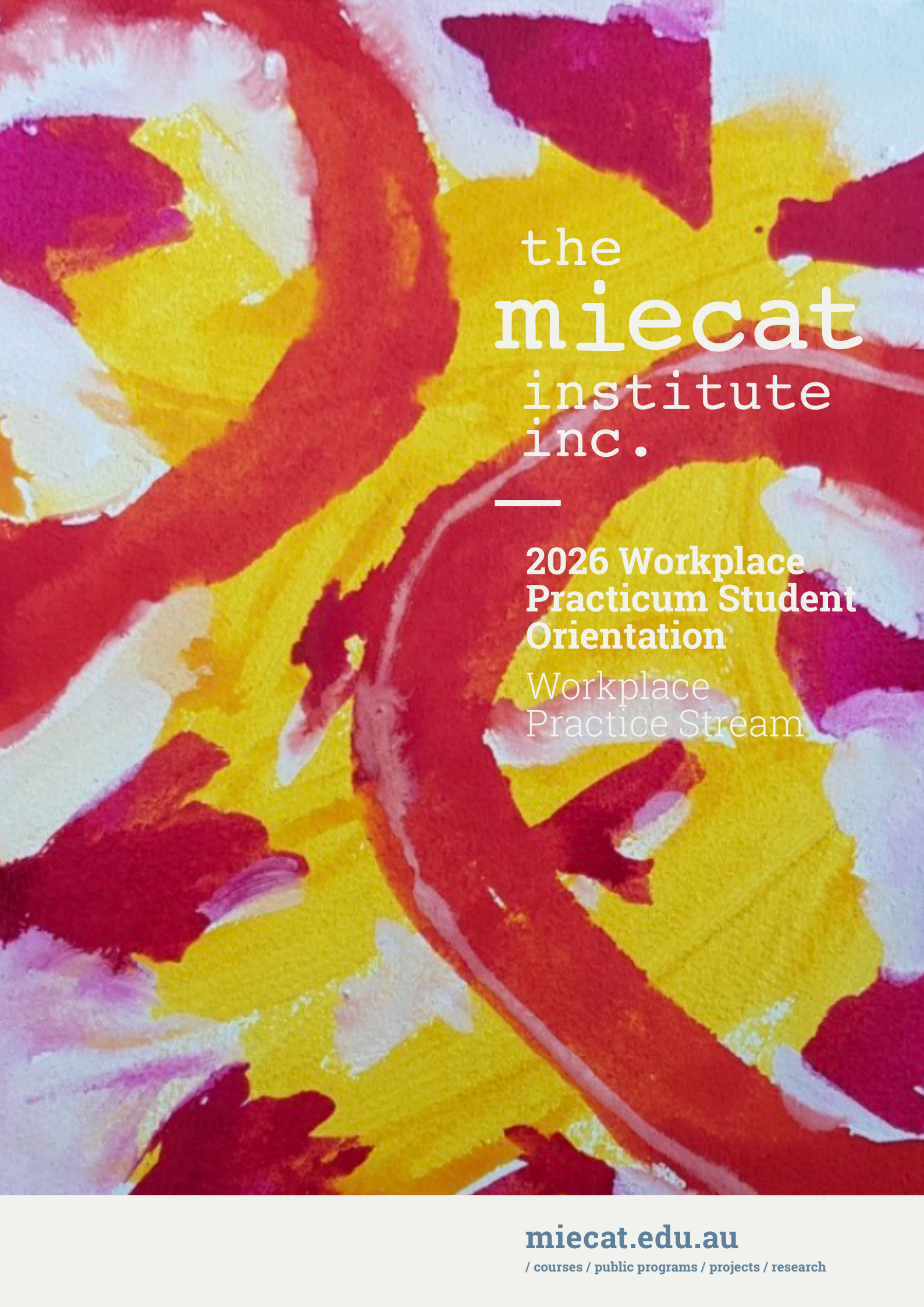




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**2026 Workplace
Practicum Student
Orientation**

Workplace
Practice Stream

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2026 Workplace Practicum Student Orientation

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Hello from your MIECAT Practicum Coordinator

My hope is that this document will answer a few common wonderings about your 2026 placement with an organisation. As mentioned in previous communication, my role is to support you in securing a placement for 2026. This might include using your current workplace or volunteering with a MIECAT approved organisation.

The practicum runs across the whole of 2026, as part of the Workplace Practice 1 (WP1) and Workplace Practice 2 (WP2) subjects, and will be located within one organisation. Although affiliated with only one organisation, you may work across different sites, with different groups, or on numerous projects within that organisation.

A year-long commitment provides a wonderful opportunity to really get to know your organisation and those you companion. It also provides time for you to develop a small arts project to be created for the workplace. This arts project is an offering that is in service to the practicum workplace. It might be something quite tangible, like a collaborative artwork, a zine or a book of ISRs, or something more ephemeral, such as a performance, or reflective practice sessions for staff, or something educational, such as a program that fits within a curriculum. A summary of the arts project is required by MIECAT at the end of the year.

The WP1 and WP2 subjects will run alongside your placement during the year to support your learning with regular supervision in small learning groups with your peers at MIECAT. Your monthly supervision group aims to be a supportive collaborative pod where you share what is lively and important with your peers as you navigate this year on placement.

Where and when?

Your workplace practicum will be with **one organisation** across **2 semesters (or 4 school terms)**

[Semester 1 = Feb - June, Semester 2 = July - Nov]

There is a four week break between semesters one and two, however arrangements can be made to work between semester (or term) breaks.

Arts Project

A small offering for the organisation.

You will design it in Semester 1 and implement it in Semester 2.

A one-page project summary is submitted to your MIECAT Supervisor in Semester 2.

A little more about the workplace practicum

The intention of being on placement in a workplace is that it will provide opportunities for you to companion and adapt MIECAT's inquiry approach with participants within that context. Logged practice hours can include tasks such as companioning (contact) hours, along with session (or workshop) preparation, planning, research, admin, attending staff meetings, workplace supervision, orientation and induction, journaling and creating ISRs. Work around the small arts project can also be logged.

Each student/organisation combination will have an individual practicum agreement. Each agreement will outline the agreed schedule of attendance which might include online companioning, on-site hours only, or a combination of on-site and off-site, depending on individual and organizational capacity. Regular weekly commitment is the standard for all students.

Please note, you will also be required to attend monthly supervised small learning groups with your MIECAT supervisor and peers. These supervision pods provide a supportive peer learning environment, where ongoing fortnightly reflections and ISRs are shared between meetings, that work towards growing your reflexive practice. These hours spent on reflective practice can also be logged. You will travel with the same supervision group throughout the year.

You will have two supervisors for the whole of your placement, one from MIECAT, and

one from the practicum workplace. Both will provide support, as well as attending to supervisor reviews each semester.

In addition, students will attend a variety of learning opportunities that include group workshops with companioning sessions as part of WP1 and WP2. Although not directly assessed, these workshops offer invaluable ways of integrating practice skills and your attendance is a hurdle requirement. There are 4 full days of workshops scheduled per semester where students co-inquire on professional practice issues.

Hours and timing

Each semester you are required to log **175 hours** of practice in connection to your placement. This may be a combination of on-site and off-site hours.

There are **17 weeks** in each semester for practice.

A regular, weekly placement = 10.5 hours (approx. 1.5 days) a week, which can be done entirely on-site or may be one day (7-8 hours) on site and 2.5-3.5 hours per week off-site doing planning, setup, research, and other placement related tasks.

Along with your practicum days, you will have the Workplace Practice subjects (WP1 & WP2) assignments, regular reflective practice, and workshops. Please consider the time commitments for these subjects.

Supervision

MIECAT Supervisor + Workplace Supervisor

What your practicum year might look like

As mentioned above, alongside your placement you will be undertaking the Workplace Practice subject each semester and we strongly advise you to set aside time each week for the subject related tasks, in addition to your placement day.

This will include:

- Four full-day workshops per semester. Workshops run from 10:00am – 5:30pm.
- Monthly group supervision meetings with your MIECAT Supervisor (5 meetings each semester, each meeting is 3 hours long).
- Your MIECAT Supervision also includes tasks during the year, such as posting fortnightly reflections and ISRs to your group peers on Teams, sharing small presentations about your placement to the group, etc.
- An arts project proposal to be developed in semester 1, and the project to be implemented in semester 2.
- Weekly logging of your practice hours related to the workplace in your logbook, which will be signed and submitted towards the end of each semester.
- A companioning practice self-review submitted towards the end of each semester.
- A Workplace Supervisor review submitted towards the end of each semester.

- A multimodal assignment submitted towards the end of each semester (the equivalent of 2000 words for Semester 1, and 5000 words for Semester 2).

On the following page is a draft timeline and an overview of the year, with your practicum running alongside the Workplace Practice subjects each semester. The finalised practicum dates and WP1 & WP2 workshop dates will be ready in time for your 1:1 meeting with the Practicum Coordinator in June/July. The dates for the small MIECAT supervision groups will be available later in the year.



Workplace Practice

Draft Timeline 2026

SEMESTER 1 WORKPLACE PRACTICE 1 (WP 1)

	WP 1 Workshop (Online & In-Person) 10:00am – 5:30pm	Practicum Starts (17 weeks)	Assessments	MIECAT Supervision Small Learning Group
FEBRUARY	Day 1 & Day 2	Placement starting		Groups open on Teams 3 hours + Fortnightly tasks on Teams
MARCH				3 hours + Fortnightly tasks on Teams
APRIL				3 hours + Fortnightly tasks on Teams Logbook Review with MIECAT Supervisor
MAY	Day 3 & Day 4		Draft Arts Project Proposal submitted to MIECAT Supervisor & Workplace Supervisor	3 hours + Fortnightly tasks on Teams
JUNE		Placement wrapping up for Semester 1	• Multimodal Arts Inquiry Assignment (2000 words) • Workplace Supervisor Review • Self Review • Final Arts Project Proposal signed off • Logged hours signed off	3 hours + Fortnightly tasks on Teams

4 week break between Semester 1 and 2

SEMESTER 2 WORKPLACE PRACTICE 2 (WP 2)

	WP 2 Workshop (Online & In-Person) 10:00am – 5:30pm	Practicum Starts (17 weeks)	Assessments	MIECAT Supervision Small Learning Group
JULY	Day 1	Placement recommences		3 hours + Fortnightly tasks on Teams
				3 hours + Fortnightly tasks on Teams
AUGUST	Day 2 & Day 3		Arts Project Implemented	3 hours + Fortnightly tasks on Teams Logbook Review with MIECAT Supervisor
SEPTEMBER			Multimodal Arts Inquiry Assignment (5000 words)	3 hours + Fortnightly tasks on Teams
OCTOBER	Day 4	Placement wrapping up for the year	• Workplace Supervisor Review • Self Review • Arts Project Summary due • Logged hours signed off	3 hours + Fortnightly tasks on Teams
NOVEMBER				



The workplace practicum — what happens now?

To start the process we need to meet. Our initial meeting will give us an opportunity to discuss your thoughts and hopes for the 2026 program. The meetings will all be on Zoom and there are available dates and times across June, which will be provided to you for booking closer to the time.

Following our meetings, we will work together to match you with the most suitable organisation, or you will submit a proposal to use your current workplace. Please note, this is a collaborative process which relies on your timely input and may require you to connect with organisations, attend interviews, and start to build relationships.

As you contact possible workplace organisations, please be advised that workplaces will require students to adhere to their codes of conduct, reporting and immunisation requirements, training, and other workplace protocols or guidelines and we recommend clarifying their requirements early in the process. I will support you in discussions with your chosen workplace, and handle the necessary administrative aspects once they have agreed to support your practicum.

November/December will see agreements between the organisation, the workplace supervisor, you the student, and MIECAT completed and signed. You may also be asked to attend interviews, and gain relevant checks or vaccinations.

After enjoying your end-of-year holiday break, you will be ready to start your placements in February. The February orientation weekend workshops will take place (for both online and in-person options) prior to you starting your placement in preparation for the year. A weekday option will also be available for those of you who cannot attend the weekend. It is a hurdle requirement that you attend the first two workshops, to orient you to the placement year, with your peers. Prior to the start of placement, your MIECAT supervision group will be confirmed.

I am really looking forward to travelling this path with you as we meet over the next months.

Warmly,
Reeham

Reeham Hakem (MTAP, AThR)
MIECAT Practicum Coordinator

practicum@miecat.edu.au

Phone 0498 038 957

Practicum set up timeline

JUNE

- Email sent with links to booking schedule via **Calendly**.
- Attend 1:1 **planning meeting** online via Zoom.

JUNE – OCTOBER

- **Students research and connect with workplaces, set up meetings and agree on placements.**
- Providing regular updates to the MIECAT Practicum Coordinator.

OCTOBER/NOVEMBER

- **Students submit details for new workplace placements, or proposal for: Using Current Workplace** (where applicable).

NOVEMBER/DECEMBER

- **Interviews, checks, vaccinations** (if applicable).
- **Practicum & Supervision Agreements** sent out for signing.

JANUARY

- Students allocated into one of their preferences for their MIECAT supervision group, for the year.

FEBRUARY

- **Two orientation workshops.** Attendance compulsory. (Online and in-person delivery options available).
- **First MIECAT supervised small learning group held.** Attendance compulsory. (Online and in-person delivery options available).
- **Workplace placement commences.**

Note regarding COVID-19:

Our priority is keeping students and workplace participants safe during their placements.

While MIECAT doesn't require vaccinations from our students to continue their study, workplaces providing a practicum might have differing health and safety requirements. This might impact the suitability of a workplace to your circumstances. Student placements may need to be adapted or modified in response to COVID-19.

Where there are government regulations requiring additional documentation, we will work alongside your practicum workplace to meet these requirements to support you in your practicum. We will also support you should lockdowns interrupt your practicum.



Frequently Asked Questions:

1. In what kind of workplace setting can I do my placement?

Students have completed their placement with: Early learning centres; primary & secondary schools; aged care services, palliative care & end of life care; arts centres; community centres; neighbourhood houses; migrant & refugee support services; funeral home; prisons; allied health practices; arts therapy practices; psychology practices; drug & alcohol recovery services; youth support hospitals; inpatient and outpatient clinics; disability support organisations; family violence support; eating disorder support; homeless support services.

2. Can I have a say about where I might like to do my placement?

Your ideas and preferences for workplaces where you might want to do your placement, is what you and the practicum coordinator will discuss in the 1:1 meetings later in June/July. Based on that, the practicum coordinator will support you in contacting these workplaces or aim to match you with a workplace that MIECAT has a connection with, that aligns with your interests. It is also a requirement that you meet with the workplace, once we find a suitable match, for you and the workplace to see if you'd both be a good fit for placement.

However, due to the nature of organisations available in your location, the capacity of

workplaces to host available students, and any other factors that may arise, it is not a guarantee that we will find a placement that matches your exact preference. In that case, the priority would be to find a workplace that can support a yearlong placement, can meet MIECAT's practicum and supervision requirements, and provide you opportunities to integrate what you are learning at MIECAT in a workplace setting. Though it might not be your initial preference, it could still hold valuable learning experiences for you as you complete your masters degree.

3. Does MIECAT have a list of workplaces they can help link students to?

MIECAT has a database of workplaces that we've built relationships with over the years, which the practicum coordinator would consider and share with you for your placement — based on what you discussed during your 1:1 meeting.

However, setting up your placement is a collaborative process which relies on your initiative and will require you to research and connect with organisations, attend interviews, and build relationships. You may have an organisation in mind, or your current workplace may be suitable. These options will be discussed in the 1:1 meeting between you and practicum coordinator. The practicum coordinator will also have documentation to support you as you connect with organisations or talk with your workplace.

4. Does MIECAT have relationships with organisations outside of Victoria?

We have had numerous interstate students on placement over the years and as such, have built relationships with workplaces outside Victoria.

If we have connections with workplaces where a student is based, the practicum coordinator can contact them to see if they can host a student for placement. If we don't have connections with workplaces where a student is located, the student will be required to research and contact potential workplaces to seek a placement opportunity.

5. Is it required that you are in the same workplace for the entire year?

Yes. A yearlong placement with the same workplace provides a wonderful opportunity to get to know your organisation, its policies and programs, as well as build relationships with the participants and clients you might companion, the staff and your Workplace Supervisor.

A year also allows you and your supervisors (Workplace Supervisor and MIECAT Supervisor) to track your process and progress as a practitioner, from when you to start to when you finish your placement year. And allows time for you to develop the small arts project component of your practicum, which you would design in Semester 1 (after being at the workplace for a period of time) and then implement in Semester 2.

6. Can I do week blocks or more than one day a week?

The practicum requires that you attend the workplace weekly, each semester for the full year. Each semester is 17 weeks long, and you would need to attend your placement between the placement start and finish dates, along with your cohort.

If you choose to do more than one day of placement a week, you would accumulate more than 175 of placement experience that semester, which is great for experience. However, you would still be required to continue up until the last placement date each semester.



7. Does my placement need to be at a workplace where they already offer Arts Therapy?

Most workplaces that host our students don't specifically offer Arts Therapy programs. They could have arts-based workshops, or other creative/expressive workshops, for our students to join, and integrate what they are learning at MIECAT. Sometimes, the workplace might set up a group program or allocate clients for arts-based sessions, specifically for our students to facilitate.

In some contexts, organisations might offer arts-based workshops but stay away from the use of the word 'Therapy', or similar language, to avoid any discomfort that it might bring to participants. Of course, this isn't to say the workshops can't inherently be 'therapeutic', but the language is adapted to suit the preferences of clients and participants engaging in these services. Considering the language and approach that organisations use in providing care to their participants could form a valuable part of your learning during placement.

8. Who provides art materials during placement?

It is expected that the workplace provides adequate materials and resources to support your placement. This is also stated in our Workplace Guidelines document, provided to all workplaces once your placement has been finalised.

We encourage that you discuss this when setting up your placement with the workplace, as different workplaces might have varying requirements. At times a workplace will be happy to allocate a budget, depending on the materials you would like to use with participants. Or you and the workplace might come to an agreement where you supply the materials and the workplace reimburses you. A workplace might also have specific materials requirements and parameters that students would need to work within, depending on their clients' and participants' needs.

9. Is placement unpaid?

Most student placements are unpaid, as students are doing their placement where they are not already employed, and as part of their educational training and learning experience within the Masters course.

If you are doing your placement in your current workplace of employment, your placement can be paid as an employee (subject to the workplace's approval). In this case, it would be important that you and your workplace discuss which tasks and activities would count towards your student placement hours, and which ones would be considered solely as employment work. This can look different depending on the workplace setting you are in, and I'm happy to have these conversations with you in more detail when we meet.

10. What does finding and securing a placement entail?

As mentioned above, setting up your placement is a collaborative process that relies on your initiative in researching and connecting with organisations. In many cases, you might need to contact multiple workplaces about a placement opportunity, before you get an offer.

This includes sending follow up emails and making calls, when necessary. As you can imagine, workplaces can be busy, so following up is an important part of the process to keeping the momentum. If a workplace expresses interest, you would then need to organise a meeting with them to discuss your placement and see if you both feel you would be a good fit for the year.

You would also need to introduce the workplace to the Practicum Coordinator, to support your conversations about placement.

Providing regular updates to the Practicum Coordinator is also important, to make sure you're on track to securing a placement in time.

If the Practicum Coordinator introduces you to a workplace, you will be expected to action next steps, send regular updates, and provide the required details of the placement (once it has been finalised) for your Practicum Agreement to be set up.

11. What makes an ideal placement?

What type of things are good to look for or consider when choosing an organisation for placement?

An organisation that offers students the opportunities to adapt what they're learning at MIECAT into the context of that workplace would be greatly beneficial.

It would also help if the organisation provides a structure that is reliable for students to complete their weekly hours and companioning opportunities with clients/participants, whether 1:1, group companioning or both. This can be a structure that evolves over the year, and between semesters, as the student's familiarity with the workplace and capacity to companion strengthens.

Having a Workplace Supervisor that meets the supervision requirements (mentioned below), is also important in ensuring our students are well supported during their placement.

As the student on placement, you also play a vital role in making a placement successful by: meeting the learning edges that emerge; adhering to MIECAT's code of conduct when engaging with your peers at MIECAT and at the workplace; considering your scope of practice and respecting the workplace's values; working ethically with workplace staff, participants, clients, and peers; having robust conversations with your Workplace Supervisor; being consistent with your journaling and

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reflexive practice; attending your MIECAT Supervision meetings; and completing the required tasks.

Translating MIECAT's approach in the workplace within a different framework might initially be challenging, though it can also offer opportunities to lean into your expectations and learning edges. It's important to remember that your placement is first and foremost a learning experience, and an opportunity to hone your professional practice skills within a particular workplace context.

12. Can I do my placement under my private practice?

MIECAT does not currently support placements under student-run private practices.

13. Can I do my placement overseas?

MIECAT does not currently support overseas placements.

14. Does the workplace supervisor need to be an Arts Therapist? What are the professional requirements needed of the workplace supervisor?

It is not a requirement that our students are supervised by an Arts Therapist, since most workplaces don't have Arts Therapists, or MIECAT trained supervisors, and that would limit the workplace options we can consider for your placement.

We have had principals, team leaders, program managers, occupational therapists, counsellors, social workers, wellbeing coordinators, pastoral care staff, death doulas, and others, supervising students on placement.

A suitable workplace supervisor will be qualified in their field, have continuous and regular contact with the student, commit to the fortnightly/weekly 1:1 supervision time we require for our students, and be able to provide our student and the MIECAT supervisor with feedback. Some supervisory experience would be beneficial, but not essential. It is also possible for a student to have two workplace supervisors sharing the supervision responsibilities for the year.

15. What does supervision within the workplace look like?

Workplace supervision is an important part of the student experience in the workplace and supports the student in meeting their learning outcomes, provides assistance in defining a student's scope of practice in the workplace context, dealing with challenges in the workplace, discussing ideas with someone who knows the participants, and establishing a practice of reflection, self-care and wellbeing.

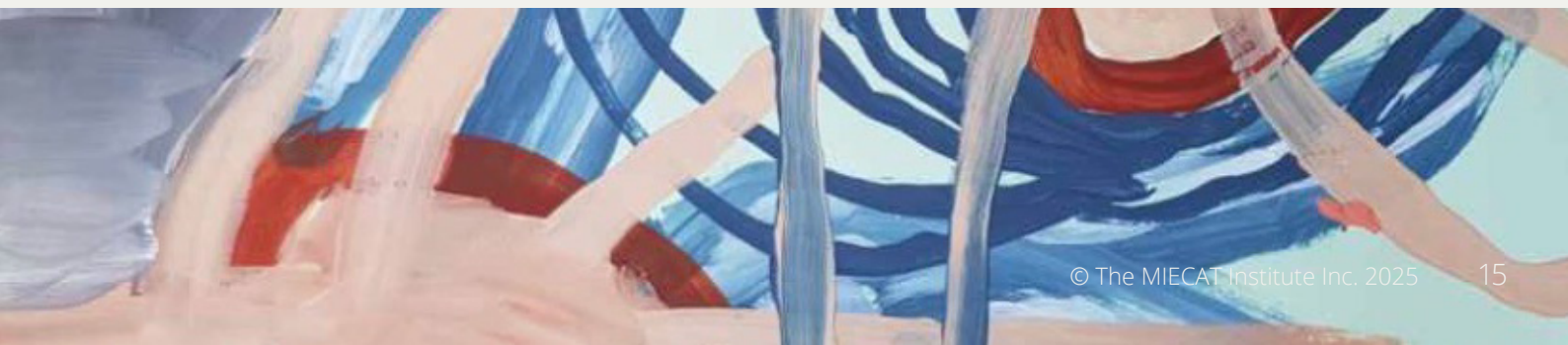
Students require at least 1 hour of one-to-one workplace supervision per fortnight (or 30 minutes a week). It is imperative that students have these supervision hours consistently throughout each semester, as they count towards the total practicum hours required. We recommend this is set at a regular day and time, as we find that a scheduled check-in works best.

For all students, the type and level of work-based supervision needs to match individual needs, the level of responsibility, and the risk associated with the practicum. In cases where student needs may be higher, more supervision may be required.

16. What documents are provided to workplaces, to support students on placement?

A number of documents will be provided to support your placement conversations, between contacting workplaces for potential placement opportunities and finalising your placement. The Practicum Coordinator will provide some of these documents in your 1:1 meeting, with other documents provided later. These include:

- Workplace and Supervision Orientation documents with information about MIECAT, the course, and practicum and supervision requirements.
- Workplace Guidelines document, outlining the responsibilities of MIECAT, the Student and Workplace prior to and during placement.
- The Practicum Agreement, signed by the Student, Workplace and MIECAT.
- Incident Report Form, for students and/or workplaces to fill out in the case of an incident during placement.
- Ethics Application document, as a guide for the student's Small Arts Inquiry Project, which will be designed in Semester 1 and implemented in Semester 2.



17. What happens if I miss a placement day?

If you need to miss a placement day(s), due to illness, carer duties, extenuating circumstances, etc., you will need to inform your Workplace Supervisor and MIECAT Supervisor. It would be best for the workplace to know in advance (when possible) for them to make any arrangements during your absence. You would then need to organise an alternative day to attend placement, to make up the missed day(s). If needed, we can consider extending your semester finish date, to allow you to attend placement for the required number of days.

If you have any planned leave during your placement year, the Practicum Coordinator and Workplace will need to be aware of this prior to setting up your Practicum Agreement.

18. Are the Workplace Practice workshops held in-person or can they be online?

Workplace Practice workshops are delivered in-person and online. You will be asked for your preferences and allocated in groups matching your delivery preference. The dates for in-person workshops are different from the dates for online workshops, and you will receive the timetable for the 2026 Workplace Practice workshops later in the year. Weekend and weekday options will be offered.

19. Are the MIECAT monthly supervision meetings held in-person or can they be online?

The monthly MIECAT supervision meetings are delivered in-person and online. The delivery method you choose will be how you will attend your supervision meetings with your MIECAT Supervisor for the whole year. You will be with the same supervisor and group for the whole year.

Later in the year MIECAT will set up the groups for 2026 and you will be asked for your delivery preferences, as well as your top 2 day and time preferences. Please note that you might not get your first preference for these sessions.

20. What happens if a placement isn't secured in time?

At times, securing a placement might take longer than expected, and unforeseen circumstances at the workplace might mean a placement cannot go ahead. So, it is important that students stay on top of tasks required and discussed with the Practicum Coordinator, such as researching potential workplaces, contacting a workplace, setting up a meeting time, following up with workplaces, and staying in touch with the Practicum Coordinator with regular updates.

The Practicum Coordinator will continue to support you in attempts to secure a placement. However, if a placement isn't secured before the Semester 1 census date, you may be required to defer and return the following year.

The information contained in this booklet is correct at the time of publishing. However, this information is subject to change as we co-evolve with the field of therapeutic arts practice in this land called Australia.

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