

# Masterclass Course Outline

|                           |                                                              |
|---------------------------|--------------------------------------------------------------|
| <b>Masterclass Name</b>   | Supervising for Ethical Practice and Professional Competence |
| <b>Study Modes</b>        | Face-to-Face OR Live VC - 1-day workshop                     |
| <b>Course Coordinator</b> | Dr Sharon Varela                                             |

*We acknowledge the Traditional Owners of the lands and waters where our University is located and actively seek to contribute and support the JCU Reconciliation Statement, which exemplifies respect for Australian Aboriginal and Torres Strait cultures, heritage, knowledge and the valuing of justice and equity for all Australians.*

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## Pre-requisites

This Masterclass is designed for experienced professional/clinical psychology supervisors.

## Masterclass outline preparation

This Masterclass outline has been prepared by Dr Sharon Varela for the Murtupuni Centre for Rural and Remote Health, James Cook University. This Masterclass outline was last updated on 4 July 2026 (approved as a new Masterclass on 29 August 2025).

|                                                                                                                                          |                                         |                             |
|------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------|
| Q1. This Masterclass is offered across more than one campus and/or mode and/or teaching period within the one calendar year.             | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Q2. If yes (Q1), the design of all offerings of this Masterclass ensures the same learning outcomes and assessment types and weightings. | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Q3. If no (Q2), Dr Sharon Varela has authorised any variations, in terms of equivalence.                                                 |                                         |                             |

## Masterclass outline peer reviewer

|                    |                                                                            |
|--------------------|----------------------------------------------------------------------------|
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# 1 Masterclass at a glance

## 1.1 Participation requirements

Participation requirements are listed below. All requirements need to be met to successfully complete this Masterclass.

| Key Masterclass activities                                                                                                                                              | Time     | Day and date                                                              | Location                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------------------------------------------------------------------------|--------------------------------|
| Workshop assessment                                                                                                                                                     | 3 hours* | Due within two weeks of attending the final Masterclass workshop session. | Website link + Email           |
| Masterclass<br>( <b>Note:</b> this is delivered as either a one-day face-to-face masterclass or as an online live VC masterclass delivered through two 4-hour sessions) | 7 hours* | Dates published on website**                                              | Locations published on website |
| Completion of reflection tasks (during the workshop), and participation in group/peer work during the workshop                                                          | N/A      | Participation is assessed during workshop session(s).                     | Workshop                       |

\*This Masterclass is equal to 10 hours active learning. Break times are not included in the active learning hours.

\*\* For information on the days and times when your masterclass is on, visit <https://www.crrh.icu.edu.au/health-professionals/psychology-and-allied-health-supervisor-training/masterclasses-for-experienced-supervisors/masterclass-calendar/>

## 1.2 Key dates

| Key dates                                           | Date                                                   |
|-----------------------------------------------------|--------------------------------------------------------|
| Last date to withdraw without financial penalty     | 4 weeks prior to the Masterclass commencing            |
| Masterclass registrations closing date              | One week prior to first Masterclass session            |
| Calendar invite and access to Masterclass materials | Two weeks prior to attending first Masterclass session |

# 2 Masterclass details

## 2.1 Masterclass description

This Masterclass is designed for supervisors seeking to strengthen their skills and knowledge in supervising for competence within the new professional competency framework. It explores professional competencies through a rural and remote lens, drawing on ethical frameworks to enhance supervisory practice in these contexts. Supervision models and practical tools are examined within a best-practice framework, with a strong emphasis on giving and receiving effective feedback. All content is grounded in the relational context of supervision practice.

## 2.2 Masterclass learning outcomes

After completing this Masterclass you will be able to:

- provide safe and effective supervision
- develop competency-based learning goals that align with professional competency benchmarks
- evaluate supervisee competencies within the rural and remote context
- supervise for reflexivity, and ethical practice
- supervise for professional wellbeing and self-care

## 2.3 Learning and teaching in this Masterclass

This masterclass will consist of a mix of didactic presentation, paired skills practice, and group discussions. This is a master level class that utilises a peer learning framework, drawing on your experience to guide the discussions and learning.

## 2.4 Participant feedback on Masterclass and teaching

As part of our commitment at JCU to improving the quality of our courses and teaching, we regularly seek feedback on your learning experiences. Participant feedback informs the evaluation of the Masterclass and its teaching strengths, including areas that may need refinement or change. We value your feedback and ask that you provide constructive feedback about your learning experiences for this masterclass, in accordance with responsibilities outlined in the [Participant Code of Conduct](#). Refrain from providing personal feedback on topics that do not affect your learning experiences. Malicious comments about staff are deemed unacceptable by the University.

# 3 Assessment details

## 3.1 Requirements for successful completion of Masterclass

To successfully complete this Masterclass, you need to:

- demonstrate competency on all assessment tasks.
- actively participate in the masterclass activities and discussions
- complete the feedback questionnaire

Assessment items will be reviewed through moderation processes ([Learning, Teaching and Assessment Policy](#), 5.13-5.18). It is important to be aware that the assessment “is always subject to final ratification and that no single result represents a final grade in a Masterclass” (Learning, Teaching and Assessment Policy, 5.22.).

## 3.2 Feedback on Participant learning

Participants will be provided with progressive feedback during the masterclass, and formative feedback on the post-workshop assessment.

### 3.3 Assessment tasks

#### ASSESSMENT TASK 1: Reflection Exercise (PsyBA Self-reflection Tool)

|                                              |                                                                                                                                                                                                                                                                                       |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Aligned Masterclass learning outcomes</b> | <ul style="list-style-type: none"><li>• develop competency-based learning goals that align with professional competency benchmarks</li><li>• evaluate supervisee competencies within the rural and remote context</li><li>• supervise for reflexivity, and ethical practice</li></ul> |
| <b>Group or individual</b>                   | Individual                                                                                                                                                                                                                                                                            |
| <b>Weighting</b>                             | n/a (competency-based assessment)                                                                                                                                                                                                                                                     |
| <b>Due date</b>                              | Within 2 weeks of completing the workshop.                                                                                                                                                                                                                                            |

#### ASSESSMENT TASK 1: DESCRIPTION

This assessment task provides an opportunity to actively reflect on the workshop content. The assessment task will be able to be completed from the supplied materials. The assessment task uses the Psychology Board of Australia's self-reflection tool and consists of structured reflective questions.

#### ASSESSMENT TASK 1: POST-ASSESSMENT CRITERIA SHEET

You need to achieve a competent grade on the post-assessment. Participants will be able to resubmit as many times as it takes to be found competent.

| CRITERIA                   | COMPETENT                                                                           | INCOMPLETE/NOT YET COMPETENT                                                         |
|----------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <b>Reflection exercise</b> | All questions were completed and demonstrated participation during the masterclass. | Not all questions were attempted, or the assessment was not completed and submitted. |

#### ASSESSMENT TASK 2: Workshop Participation

|                                              |                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Aligned Masterclass learning outcomes</b> | <ul style="list-style-type: none"><li>• provide safe and effective supervision</li><li>• develop competency-based learning goals that align with professional competency benchmarks</li><li>• evaluate supervisee competencies within the rural and remote context</li><li>• supervise for reflexivity, and ethical practice</li><li>• supervise for professional wellbeing and self-care</li></ul> |
| <b>Group or individual</b>                   | Group                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Weighting</b>                             | n/a (assessed based on participation)                                                                                                                                                                                                                                                                                                                                                               |
| <b>Due date</b>                              | Assessed during masterclass                                                                                                                                                                                                                                                                                                                                                                         |

## ASSESSMENT TASK 2: DESCRIPTION

This task requires participants to attend the Masterclass and to participate in group exercises and discussions throughout the masterclass.

## ASSESSMENT TASK 2: CRITERIA SHEET

To achieve a competency grade, participants will need to attend the full masterclass and actively participate in peer and group exercises. An incomplete grade will be given under the circumstances listed below.

| CRITERIA                                         | COMPETENT                                                                                                   | INCOMPLETE                                                                                                                  |
|--------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| <b>WORKSHOP PARTICIPATION / GROUP ACTIVITIES</b> | Attended all sessions and engaged in group/peer activities through sharing or other forms of participation. | Attended only some sessions and/or did not engage in group/peer activities through sharing or other forms of participation. |

## 4 Submission and return of post-workshop reflection

### 4.1 Post-workshop Reflection

The post-workshop reflection (Assessment task 1) is a structured reflection exercise completed using the Psychology Board of Australia's self-reflection tool. It consists of structured reflective questions that ask participants to reflect on the workshop content and its application to their own supervision practice, and it can be completed entirely from the supplied materials. Participants are encouraged to draw on the growth area they identified during the workshop and the "one thing" commitment made at its close.

The completed reflection must be submitted within two weeks of completing the Masterclass, by email to [supervisortraining@jcu.edu.au](mailto:supervisortraining@jcu.edu.au). The reflection is assessed as competent/incomplete against the criteria in Assessment Task 1; participants may resubmit until found competent.

Once the reflection has been received, participants will be asked to provide feedback on their workshop experience and to enter their certificate details. Certificates of completion will be emailed within 4 weeks of the reflection being received and found competent (participants who need their certificate sooner can email the program).

## 5 Workshop outline

### 5.1 Masterclass Content

Please note, the sequence of some topics may change due to staff availability, resourcing, or due to unforeseen circumstances. The workshop duration is one day (8 hours) in-person or via videoconference – the total includes breaks (70 minutes in total). The content links to the core competencies in the Psychology Board of Australia's [supervisor guidelines](#).

| Session      |                                                        | Topic                                                                                                                                                                                                       | Materials/Format                                                     | Time        |
|--------------|--------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|-------------|
| <b>INTRO</b> | Introduction                                           | <ul style="list-style-type: none"> <li>Acknowledgement of Country</li> <li>Introductions/icebreakers</li> </ul>                                                                                             | Slide presentation<br>Group introductions                            | 30 minutes  |
| <b>1</b>     | Revisiting safe and effective supervision              | <ul style="list-style-type: none"> <li>Supervisor competencies</li> <li>Function and goals of supervision</li> </ul>                                                                                        | Slide presentation<br>Group exercises/<br>discussion                 | 45 minutes  |
| <b>2</b>     | Review of supervisory requirements                     | <ul style="list-style-type: none"> <li>Obligations as a Board approved supervisor</li> <li>Pathways to registration</li> </ul>                                                                              | Slide presentation<br>Group exercises/<br>discussion/Jigsaw activity | 45 minutes  |
| <b>3</b>     | The context of rural and remote practice               | <ul style="list-style-type: none"> <li>Supervising supervisees working in geographical rural and remote locations</li> <li>Organisational and systemic supports for rural and remote supervisors</li> </ul> | Slide presentation<br>Group exercises/<br>discussion                 | 30 minutes  |
| <b>4</b>     | Supervising for safe and effective psychology practice | <ul style="list-style-type: none"> <li>Reviewing professional competencies</li> <li>Supervisee Competency development / feedback</li> <li>Technology in practice – AI and other technologies</li> </ul>     | Slide presentation<br>Case studies<br>Group exercises/<br>discussion | 90 minutes  |
| <b>5</b>     | Reflexivity, and ethical practice                      | <ul style="list-style-type: none"> <li>Diversity</li> <li>Ethical Code</li> <li>Reflexive supervision</li> </ul>                                                                                            | Slide presentation<br>Case studies<br>Group exercises/<br>discussion | 120 minutes |
| <b>6</b>     | Professional wellbeing and self-care                   | <ul style="list-style-type: none"> <li>Self-care as an ethical imperative</li> <li>Supporting supervisees' professional wellbeing Early warning signs and wellbeing planning</li> </ul>                     | Slide presentation<br>Case studies<br>Group exercises                | 30 minutes  |
| <b>CON</b>   | What happens next?                                     | Completing masterclass requirements                                                                                                                                                                         | Slide presentation                                                   | 5 minutes   |

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