



**Rowan University**

**Employment Based Practicum Application for MSW Program**

The Council on Social Work Education (CSWE) states that student field assignments and employment tasks may be the same and counted toward required field hours if the tasks have clear links to the social work competencies, and their related behaviors. The field instructor and employment supervisor of a student may be the same person if necessary, however in such cases, supervision time for field education learning must be separate from employment supervision.

While overlap between employment tasks and internship is allowed, students are encouraged to engage in some new activities in order to grow and meet learning and professional goals.

**STUDENT INFORMATION**

<b>Name</b>	
<b>Local Address</b>	
<b>Phone #</b>	
<b>Email</b>	
<b>Position Title</b>	
<b>Current Job Duties</b>	
<b>Placement Start Date</b>	
<b>Placement End Date</b>	

**AGENCY INFORMATION**

<b>Name</b>	
<b>Address</b>	
<b>Phone</b>	

<b>Student Job Title</b>	
<b>Years at position</b>	

**CURRENT WORK SUPERVISOR**

<b>Name</b>	
<b>Title</b>	
<b>Phone #</b>	
<b>Email</b>	

**PROPOSED MSW FIELD INSTRUCTOR**

(Must be an individual with an MSW from a CSWE accredited program and 2 or more years of social work experience)

<b>Name</b>	
<b>Title</b>	
<b>Phone #</b>	
<b>Email</b>	

**PROPOSED TASK SUPERVISOR (if applicable)**

This is an individual who works at the agency and will have regular oversight of the student. It is not required that this individual necessarily have a social work background.

<b>Name</b>	
<b>Title</b>	
<b>Phone #</b>	
<b>Email</b>	

**Describe your organization, program size and approximate number of professional staff, main office location and satellite locations.**

**Describe additional responsibilities/duties you will participate in during or outside of work hours because of your internship.**

**Is this your second placement at this agency?  NO  YES**

**If YES, describe the differences in your role and what additional opportunities you will have to ensure an advanced placement level.**

**Your MSW site supervisor/field instructor must provide at least 1 hour of clinical supervision each week and be involved with the development of your learning contract, process recording assignments, and evaluations. Describe plan to meet supervision requirements.**

**Student's Learning Contract must describe responsibilities/activities that meet each of the nine social work competencies. Please check opportunities below (or add additional opportunities) that student will complete during field placement.**

Social Work Core Competency 1 – Demonstrate Ethical and Professional Behavior:

- Always familiarize self with clients' rights and respect these and adhere to the *NASW Code of Ethics*.
- Advocate for those who are incapacitated, incompetent and those who cannot represent their own best interests.
- Discuss personal values in supervision when they conflict with the values of the profession.
- Discuss case scenarios with supervisor and faculty liaison that require ethical reasoning.
- Seek guidance when experiencing an ethical dilemma.
- Dress professionally, use appropriate, professional language and behavior.
- Adhere to agency policies about technology and record keeping.

Social Work Core Competency 2- Advance Human Rights and Social, Economic, Racial, and Environmental Justice:

- Identify barriers clients face when accessing services at my agency or at other agencies and discuss during supervision.
- Discuss with supervisor about how social, economic, and environmental factors affect client outcomes.
- Work with instructor/supervisor to engage advocacy for needs and services for clients.
- Become familiar with a local or national organization that advocates for your population.

Social Work Core Competency 3 – Engage in Anti-Racism, Diversity, Equity, and Inclusion (ADEI) Practice:

- Interact with those who are different from you based on age, socioeconomic status, color, culture, disability, ethnicity, gender, religion, sexual orientation, etc.
- Discuss in supervision and in class the strengths of engaging diversity and the challenges one has when engaging in differences; Engage in self-reflection about personal biases related to client population and discuss with supervisor.

Social Work Core Competency 4 – Engage in Practice-Informed Research and Research-Informed Practice:

- Research the context and treatment models used by the agency.
- Read current research/literature on best practices with the population you serve. Discuss those articles with your supervisor.
- Work with your supervisor to create a brief-interview questionnaire that could be used during an intake process with your population

Social Work Core Competency- 5- Engage in Policy Practice:

- Become familiar with local, state, federal and agency policies that affected the client population and discuss them in supervision and in class.
- Explore how the service delivery in the agency is affected by social welfare policies; Find opportunities at the agency or in advocacy organizations to work with others to advocate to advance human rights and justice.

Social Work Core Competency 6- Engage with Individuals, Families, Groups, Organizations, and Communities:

Individuals,

- Show care, empathy, and genuineness with clients to initiate professional relationships with clients
- Meet with clients.
- Observe and monitor participation and activities.
- Review progress notes and practice documentation.

Families,

- Initiate professional relationships with families to support client needs.
- Complete a genogram with family.
- Facilitate a family meeting to outline common long and short goals.

Groups,

- Will conduct psychoeducational groups for youth.
- Will develop group topics based on client need.
- Review group progress notes and monitor behavior and outline improvement.

Organizations,

- Consult with organization to assist with client needs.
- Discuss with supervisor other services within the agency that can be used as a resource.

Communities,

- Connect with community organizations that provide services related to the clients served.
- Create or update a resource manual for agency and client use.

Social Work Core Competency 7-Assess Individuals, Families, Groups, Organizations, and Communities:

Individuals,

- Utilize agency appropriate forms, tools, and processes to assess clients' needs, strengths, and limitations to inform appropriate intervention strategies.

Families,

- Assess family support systems for clients that support intervention goals and strategies.
- Work with families to assess needs, strengths, and limitations in order to provide resources and services.

Groups,

- Work with groups to assess needs and to inform group intervention goals and strategies.
- Develop a needs assessment that would inform the design and development of a group for clients.

Organizations,

- Discuss with your supervisor the needs of clients, the strengths of the services offered, and the areas where more services may be needed.
- Assess how other organizations assist with client needs and where there may be gaps in services.

Communities,

- Assess the role the community plays in providing services for your clients (financial, legislative, representative, etc.)
- Discuss your findings with your supervisor.

Social Work Core Competency 8-Intervene with Individuals, Families, Groups, Communities, and Organizations:

- Use agency-appropriate processes to help clients set goals.
- Discuss with supervisor relevant prevention strategies with clients served; Utilize prevention strategies with clients.
- Participate in interdisciplinary team meetings.
- Assist clients by negotiating, mediating, and advocating for needed services.
- Talk with supervisor about planning for termination with clients.
- Work with clients to transition services when they transition from your service.

Social Work Core Competency 9- Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities:

- Explore how the agency assesses outcomes for its clients and discuss with supervisor.
- Explore if funding sources at the agency require certain outcomes and discuss with supervisor.
- Meet with clients to assess the progress of their goals and make changes in treatment plans as necessary.
- Evaluate how support resources support client needs.

**Additional behaviors corresponding to a specific competency should be listed below**

**ORGANIZATION ENDORSEMENT**

We, the undersigned, attest to the accuracy of the attached statements and have read the proposed plan. We understand and support the academic needs of this employee that go beyond and are in addition to the ordinary requirements of employment.

Employer agrees to provide the experiences noted in this attached proposal. Employer also agrees that if our organization is not already an approved site, we will complete and submit a Site Application and Affiliation Agreement. We recognize that no placement activities may start until the affiliation is approved by both parties. If all parties cannot come to an agreement regarding an affiliation agreement, we understand that the student employee will not be permitted to conduct a field placement at this site.

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Student/Employee Signature

Date

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Employment Supervisor Signature

Date

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Field Instructor/Site Supervisor Signature

Date

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Field Education Director

Date