

BETHEL UNIVERSITY SOCIAL WORK PROGRAM

The Social Work Program mission is to prepare students for professional generalist social work practice, equipping students to serve a diverse world through scholarship, leadership, and service.

The mission of the Social Work Program is achieved by meeting the following goals:

- Students will acquire knowledge, values and skills that promote the well being of individuals, families, groups, communities, and organizations.
- Students will demonstrate a commitment to critical thinking, ethical social work practice, and lifelong learning.
- Students will integrate a Christian faith perspective that promotes social justice and the dignity and worth of all persons.

Field education is central to achieving the mission, goals and educational objectives of the Bethel Social Work Program. Social work field education prepares students for generalist social work practice with a variety of client systems in a range of settings. Under the supervision of an agency Field Instructor, students engage in field experiences working with individuals, families, groups and communities. An on-campus weekly seminar facilitated by a Faculty Liaison reinforces the integration of social work knowledge, values, and skills. A learning contract is developed by student, Field Instructor, and Faculty Liaison of assignments that foster students' ability to meet the ten Field Education Objectives.

Field Education Objectives

1. *Assessment*—Student will be able to identify and assess the strengths and needs of a client system.
2. *Planning*—Student will develop and implement plans to improve the well being of people.
3. *Practice Evaluation*—Student will be able to evaluate the outcome of the goals of case and service plans.
4. *Helping*—Student will use relationship skills that enhance and empower people's ability to cope.
5. *Referral/Resources*—Student will know the referral system and link people with services and opportunities.
6. *Diversity*—Student will intervene effectively with vulnerable and discriminated against populations.
7. *Organizational Development*—Student will promote effective and responsive human service organizations.
8. *Social Justice*—Student will promote the development of existing or needed agency and social policies.
9. *Self Assessment*—Student will be able to evaluate one's own professional growth and development.
10. *Professional Responsibility*—Student will identify with the social work profession and uphold its ethics.

A two-level field practicum requirement gives students the opportunity to meet these field objectives.

Junior Field Practicum

The junior field practicum begins fall semester of the junior year with agency observations and orientation. Spring semester the student completes a required 8-10 hours a week for 14 weeks in the agency, plus the field seminar that meets 1.5 hours each week. The junior field practicum sites are selected to assure that students can *explore and begin* to develop the ten *Field Education Objectives*.

Agency sites also represent multi-service community centers, serving diverse client populations and offer students an opportunity to explore social and agency policies. Six to eight different agencies provide a group placement to students in each practicum site with a range of assignments consistent with the *Field Education Objectives*. Students also have the option of applying for an International Semester Program during the spring semester of the junior year only.

Senior Field Practicum

The senior field practicum begins the fall semester of the senior year. A nine-credit course sequence requires 15 hours a week for 30 weeks (minimum 400 hours) in an agency setting under the supervision of an agency-based Field Instructor. An on-campus field seminar meets 1.5 hours each week to further support the integration of student's classroom and field learning. Students also have the option to complete a block placement beginning January through May.

The senior practicum sites are selected to facilitate student development of the ten *Field Education Objectives* that will prepare them for professional generalist social work practice. Students take an active role in all phases of generalist social work practice with increasing responsibility for client systems as the placement progresses. In addition to criteria set for all agencies and Field Instructors, the senior field practicum represents a synthesizing opportunity for students to complete all field related assignments, learning contracts and a performance evaluation of the ten *Field Education Objectives*.

Selection of Agencies and Field Instructors

The Social Work Program has developed a process and criteria for selecting agencies and Field Instructors. The responsibility for approving agencies and initiating arrangements rests with the Field Director. At the initial contact with prospective agencies, the Field Director assesses the agency's ability to provide a learning experience that meets the standards set forth by the program. The Field Director then compiles a list of approved field placement opportunities. Only approved agencies can be used for field instruction.

The Field Director gathers information in January each year from new and approved agencies as to the number of students that can be effectively accommodated, the type and variety of practice assignments, the availability of qualified supervision, and other pertinent data. Each agency has a designated contact person (who may or may not be a Field Instructor) who submits to the social work program specific information on an *Agency Information Form*. Upon placement of a student in an agency the Field Instructor completes a *Field Instructor Information Form*. All agencies participating in a junior field experience and senior field instruction are expected to provide a learning experience for students that meet the following standards that have been established for a field practicum:

The Social Work Program, adhering to CSWE standards for field education, has developed the following criteria for selecting agencies and Field Instructors.

Agency Criteria

1. The agency has a commitment to service compatible with the values of the social work profession.
2. The agency is involved in social work delivery of services as its primary function or should be recognized as an important auxiliary service.
3. Student learning opportunities are available within the agency for work with individuals, families, groups, organizations and communities.
4. The agency has a qualified Field Instructor who is available and committed to the learning process.
5. The agency has an understanding and respect for undergraduate social work education and stated educational objectives of the social work program.
6. The agency must operate within social work professional standards and ethics.
7. The agency should provide the student with the necessary space to function as staff.
8. Students have opportunity to interact with staff and agency functions such as staff meetings.
9. Students have opportunity to practice generalist social work with systems of all sizes.

Field Instructor Criteria

The Field Instructor must be licensed as a social worker and meet the following qualifications:

- Hold a CSWE-accredited baccalaureate or master's social work degree.
- A minimum of one-year social work experience after graduation.

It is expected that the Field Instructor will provide supervision for the student and carry out the following responsibilities:

1. Attend an orientation for Field Instructors at the beginning of the field practicum.
2. Provide an orientation to the agency and student's job responsibilities.
3. Provide suitable workspace and support services needed to carry out assigned tasks.
4. Provide weekly supervision to the student for evaluative feedback and serve in an educational role.
5. Advise the student during the formulation of the *Learning Contract*.
6. Arrange assignments that offer meaningful learning and increase in responsibility as student progress.
7. Participate in three-way conferences with student and Faculty Liaison, two to three per school year.
8. Complete *Evaluation of Student Performance* at the end of each term and sign timesheets.
9. Attend workshops with other Field Instructors and faculty as arranged during the school year.
10. Update or complete *Agency Information Form* and *Field Instructor Information Form*.
11. Communicate with the Faculty Liaison whenever a question, misunderstanding, or problem develops.

Field Decision-Making

Students complete a Field Application and the Field Director interviews each student for admission to the Field. Once admitted the Field Director approves the student choices for agency interviews and it becomes the students' responsibility to send a resume to the agency and arrange for an interview. Students obtain information on potential field placements by reviewing the Field Placement Opportunity List that consists of *Agency Information Forms*. They also read agency files kept in the social work office and agency web sites. Students may *NOT* contact agencies directly without approval of the Field Director. Juniors typically interview at one agency while the seniors will interview at two or three.

Interviews take place in the fall for juniors and spring for the senior field practicum. The senior field practicum interviews take place in April. Interviews at agencies that are shared by the other social work programs take place in late April. The practice of the Bethel social work program is for Field Instructors or agency contact person to communicate *directly* with the student about their decision for accepting the student for a placement. Once a mutual decision has been agreed upon by Field Instructor and student, the student informs the Field Director who will follow up with a confirmation letter, field manual, and plan for orientation and training of Field Instructor.

The final placement decision is the responsibility of the Field Director. While students' personal interests are given strong consideration, other factors must be considered. For example, the decision may need to be changed because of an agency request, supervision requirements, or students' skills and maturity at the time of placement.

Field Instructor Orientation, Training and Support

A program orientation and training is offered to all Field Instructors and Task Supervisors to support their educational role. Field Instructors qualify for certain benefits such as library privileges, discounts on concerts, continuing education and an end of year luncheon celebration of appreciation.