

Getting Started in Field Education (Part 1)

UNC Chapel Hill
School of Social Work



Agenda

- ▶ Purpose of Field Education
- ▶ Field Education Team
- ▶ Learning Agreement
- ▶ Monthly Report
- ▶ Hours in Field
- ▶ Calendar
- ▶ Beginning the Field Placement

Field Education

- ▶ Integral component of the MSW curriculum (CSWE)
- ▶ Opportunity to
 - integrate knowledge, skills, & values learned in classroom (theory → practice)
 - test & validate professional ethics & values in practice setting
 - enhance self-awareness & professional use of self

Field Education Program and Advisor

- ▶ Recruit and train field instructors
- ▶ Pre-placement planning and matching
- ▶ Supporting the field experience, both students and field instructors
- ▶ Facilitate integration of classroom and field
- ▶ Review performance and submit grade



Agency and Field Instructor

- ▶ Provide access to agency resources
- ▶ Attend field instructor training and events
- ▶ Orient students to agency
- ▶ Offer appropriate learning tasks and activities
- ▶ Provide weekly supervision
- ▶ Collaborate on learning agreement and performance evaluations
- ▶ Encourage student self-evaluation
- ▶ Provide feedback to field advisor



Task Supervisor Responsibilities (if applicable)

- ▶ Work in conjunction with the MSW Field Instructor
- ▶ Supervise student's daily activities
- ▶ Sign student's Learning Agreement & other forms

Field Advisor Responsibilities

- ▶ The liaison between School, agency, student, Field Instructor
- ▶ Support students & Field Instructors
- ▶ Problem-solve/trouble-shoot/conduct 3-way conferences
- ▶ Facilitate integration of classroom & field
- ▶ Review performance & submit grade



Student Responsibilities

- ▶ Adhere to Agency policies
- ▶ Articulate career goals & prepare Learning Agreement with FI
- ▶ Participate in supervision
 - share course syllabi
 - submit agenda
 - report on activities
 - review progress
 - explore self-understanding
- ▶ Evaluate own performance



What is a Learning Agreement?

- ▶ A collaborative document developed by the student, field instructor and approved by the field advisor
- ▶ Provides a focus for student learning, establishes mutual expectations and describes the means for evaluation of student performance
- ▶ Based on nine educational goals student is expected to achieve in the first year
- ▶ Requires students to take an active part in articulating assignments and tasks they will complete to achieve the nine goals

What is a Monthly Report?

- ▶ Students complete (on-line) a report at the end of each month. This report:
 - Provides documentation of the student's activities
 - Creates a record of the student's required field hours
 - Provides means of identifying and communicating issues or problems
 - Provides some of the information the Field Advisor will use to assign the field grade.



Hours in Field

- ▶ Typically, students are in Foundation Field Placements 16 hours/week on Wednesdays and Thursdays.
- ▶ For academic year 11-12, students must complete 467 field placement hours.

(See Field Practicum Hours handout)



When Does my Field Placement Start?

- ▶ August 31, 2011

(See Field Education Program 2011-2012 Calendar)



What should I do next?

- ▶ Contact your field instructor and make plans for your arrival on your first day
- ▶ Sign Student Statement of Understanding



What should happen the first week of field placement?

- ▶ Tour the agency
- ▶ Introductions to key staff people
- ▶ Logistics: keys, parking, name badges
- ▶ Discuss work hours, work space and appropriate attire
- ▶ Use of the telephone
- ▶ Read and review employee handbook and policy and procedure manuals
- ▶ Identification of student to clients and community



What should happen in the first few weeks of my field placement?

- ▶ Answers the questions on the "Getting to Know You" handout
- ▶ Complete the "Can Do" Assessment and share the results with your Field Instructor
- ▶ Complete the "Workplace Violence Checklist" with your Field Instructor
- ▶ Discuss policies and procedures of the agency, especially policies related to confidentiality
- ▶ Establish a schedule for regular supervision time
- ▶ Discuss learning and teaching styles
- ▶ Observe agency interactions with the client and community.



Getting Started in Field Education (Part II)

- ▶ Friday, September 9
- ▶ TTK Auditorium
- ▶ 12:15 – 1:30
- ▶ Eat lunch before you come

Have a great first two weeks in your field placement!



Field Ed Online

www.uncssw.org



Field Instructor: ✓ Jane Adams 07/20/2008

Student: ✓ Maria Martinez 07/20/2008

Field Advisor: ✓ Jean Livermore 07/22/2008



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Questions & Comments


