Getting Started in Field Education
Triangle Distance Education Students (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
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 12–16 hours/week.
- For academic year 12–13, students must complete 467 field placement hours.

(See Field Practicum Hours handout)
When Does my Field Placement Start?

- The week of August 20, 2012

(See Field Education Program 2012–2013 Calendar)
What should I do next?

- Contact your field instructor and make plans for your arrival on your first day
- Sign Student Statement of Agreement
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
- Disclosure of student trainee status 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)—Required

- Friday, September 7
- TTK Auditorium
- 12:15 – 1:30
- Eat lunch before you come

Have a great first few weeks in your field placement!
Field Ed Online

www.uncssw.org

UNC-CH School of Social Work
Field Education Program

Field Instructor: ✓ Jane Adams 07/20/2008
Student: ✓ Maria Martinez 07/20/2008
Field Advisor: ✓ Jean Livermore 07/22/2008
Questions & Comments