

AURORA UNIVERSITY
SCHOOL OF SOCIAL WORK
BSW AND MSW PROGRAMS

STUDENT- FIELD INSTRUCTOR LEARNING AGREEMENT

(Due no later than the 5th week of the start of the placement)

#21 **SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE**

Student: John Smith

Date Learning Agreement Completed: August 25, 2008

Primary Field Instructor:

Name: Jane Addams

Agency: Youth and Family Service Agency Phone: 123-123-1234

Address: 15 Agency St., Communityville, IL

FIELD PLACEMENT INFORMATION

Level of Placement: (Circle)

BSW or Beginning MSW
(450 minimum clock hours)

Advanced MSW
(600 minimum clock hours)

Placement Dates:

Beginning date: August 25, 2008

Ending date: April 25, 2009

Schedule Commitment for Field Placement

Below please provide your plan for participating in your field placement. The plan should encompass your ability to secure 225 or 300 field hours each semester (on average 15 – 20 field hours weekly).

Mon: _____

Thurs: 10:00-7:00

Tues: 8:30-4:30

Fri: _____

Wed: _____

Sat: _____

16 Total Weekly Field Hours

FIELD INSTRUCTION OBJECTIVES

The following areas are included in the objectives for field placement and in the evaluation to be completed for each student. Please discuss and identify the assignments which will be used to build and assess mastery in each of these areas. Please refer to the Field Work Syllabus and Evaluation form for more detail. Other assignments may be given by the faculty teaching the integrative field seminar including one designed to assist students in identifying basic resources and referral options in the community. **School placements will also need to complete the Internship Plan for Schools.**

Please write the specific activities/learning experiences available in your setting for each of the following objectives. Use additional paper if you need more space or wish to type the agreement.

*****Please indicate date in which learning will take place or be completed.**

For example: “ Student will co-facilitate life skills group for MISA population (Oct-Dec.)”
Or “ Student will discuss caseload during weekly supervision (weekly or ongoing)”

I. Critical Thinking

List assignments or learning opportunities in: assessment, data gathering, problem solving, and critical thinking.

- Training for intake and assessment (August and September)
- Performing intake and assessment (Oct.-April)
- Surveying youth program parents (Sept.-Nov.)
- Treatment plan writing (Oct.-April)
- Problem solving and critical thinking: reviewing cases and referrals during supervision sessions (weekly)

II: Ethics and Social Work Values

List assignments or learning opportunities in: ethics, client self determination, confidentiality, etc.

- Training on confidentiality, consent for treatment and other policies within agency (August)
- Case discussions in supervision (weekly)
- Reviewing client rights at each intake (Oct.-April)

III. Social Work Practice with Diverse Populations

List assignments or learning opportunities for practicing without discrimination; providing service to clients discriminated against due to age, class, color, culture, disability, ethnicity, family structure, gender, marital status, national origin, race, religion, sex and sexual orientation.

- Treatment Plan writing(Oct.- April)
- Intake and Assessment on diverse client population (Oct.-April)
- Group Facilitation for diverse client population-1 group (Jan-April)
- Individual Counseling for diverse client population- 3 cases (Jan-April)
- Supervision (weekly)

IV. Social Justice

List assignments or learning opportunities demonstrating ability to manage clients/ assignments with dignity and respect, demonstrating awareness of systems of oppression, demonstrating effort in advancing social and economic justice; assessing client systems with awareness of factors of diversity, and social advocacy.

- Individual and group counseling (Jan-April)
- Supervision (weekly)
- Participate in annual food drive (Jan.)
- Attend training on providing services to families in poverty (Feb)

V. Social Work History

List assignments or learning opportunities regarding knowledge of social problems, community resources, agency's history, mission and goals.

- Attend new employee/volunteer orientation (August)
- Supervision (weekly)
- Review grants for current projects (Sept-Nov)

VI. Generalist Social Work Practice

List assignments or learning opportunities in: service to individuals, groups and/or families.

- Individual Counseling (Jan-April)
- Group Facilitation (Jan-April)
- Treatment Plan writing (Oct.-April)
- Supervision
- Attend monthly Family Support Events (Nov-Feb)

VII. Using evidence based theory in practice

List assignments or learning opportunities in: assessing biological, psychological, sociological variables in client systems; establishing intervention plans based in theory.

- Review intakes/assessment in supervision (weekly)
- Apply developmental theory to treatment plans of youth clients (Oct.-April)
- Review Cognitive-Behavioral theory and how CBT can be used with individual counseling clients (weekly supervision)

VIII. Social Policy

List assignments or learning opportunities in: agency or community structure, service delivery models within agency and community, social policy issues impacting clients served by agency.

- Attend monthly Community Resource meeting at local Middle School (Sept.-April)
- Supervision (weekly)
- Attend training on Families in Poverty (Feb)

IX. Research

List assignments or learning opportunities in: evaluation of practice interventions, locating research studies pertinent to agency's mission and service to clients, documentation and data collection.

- Survey youth program parents (Sept.-Nov.)
- Review surveys (Nov-Jan)
- Analyze survey results (Jan)
- Assist in creating presentation to Board of Directors (Jan)
- Attend Board of Directors meeting (Feb)

X. Communication skills

List assignments or learning opportunities in: verbal and written communication skill building.

- Intakes, case notes, treatment plans will be reviewed by supervisor (weekly)
- Verbal communication will be observed and discussed in supervision (weekly)
- Board of Director’s presentation (Jan)

XI. Supervision

List assignments or learning opportunities within supervision.

- Written communication will be reviewed (Aug.-April)
- Cases will be discussed (Aug.-April)
- Plans for further interventions will be discussed (Oct.-April)
- Transference/counter transference will be discussed (Oct-April)
- Termination with clients will be discussed (March)

XII. Organizational Functions

List assignments or learning opportunities for: functioning within agency (promptness, attendance, punctuality, team work, professional behavior, time management, etc.)

- Time sheets will be signed by supervisor (weekly)
- Agency policies on dress code, time management, etc. will be reviewed in agency policy handbook (August)

FIELD INSTRUCTION/SUPERVISION

Scheduled instruction/supervision conferences provided by:
(At least one hour of individual supervision per week)

Primary Field Instructor’s Name: _____Jane Addams_____

Title/Position: ____Social Work Director_____

Scheduled time and number of hours ____Tuesday 10am-11am_____

Secondary Field Instructor’s Name: _ n/a _____

Title/Position: _____

Scheduled time and number of hours _____

Supervisory Methods to be Used: (e.g., Individual, Process/Summary Recording, Audio Tapes, Video Tapes, Team Meetings, Consultation, etc.)

1 Process Recording (Feb)

Observation (Aug- April)

Additional Training and /or Learning Opportunities Available for the Student:

(e.g., Workshops, In-service)

"Families In Poverty" training (Feb)

Field Instruction Evaluation:

Evaluation conferences with the student are to be conducted by the primary field instructor with input from other professionals involved in supervising the student (where applicable). These should take place after the completion of every 225 hours in the beginning placement, every 300 hours in the advanced placement, and at the conclusion of the post-master type 73 externship. Suggested dates are listed in the Field Calendar. Evaluation forms are available via the AU website or from the student.

Student's Signature: _____

Date: _____

Field Instructor's Signature: _____ Date: _____

Please return this form to the:

Director of Field Instruction
School of Social Work
Aurora University
347 South Gladstone Ave
Aurora, IL 60506-4892

If you have questions, please call the Field Instruction Office at 630/ 844-5423
Fax 630/844-4923.

07/2008