

## Employer-Based Field Placement Proposal

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 supervision time for employment.

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

### **Student Information**

Name:

City:

State:

Phone #:

MIX Email:

Placement Start Date:

Placement End Date:

### **Agency Information**

Agency Name:

Agency Address:

City:

State:

Zip:

### **Current Work Supervisor:**

Name:

Title:

Supervisor's Email:

Supervisor's Phone:

### **Proposed MSW Field Instructor:**

Name:

Title:

Email:

Phone:

### **Proposed Site Supervisor (if applicable):**

Name:

Title:

Email:

Phone:



5. You must have a field instructor with an MSW from a CSWE accredited program with 2 years of post-MSW experience; whenever possible, this should not be your work supervisor. Your field instructor needs to provide at least **one hour per week of educational supervision** and will be involved in the development of your learning contract and evaluations. You may also have a site supervisor that is also involved in your day to day activities who will also be involved in the development of your learning contract and evaluations.

**Describe your plan to meet the above supervision requirements:**

6. Please provide a minimum of one potential activity that you will participate in that will provide you with opportunity to demonstrate each of the nine competencies. *You may attach this information on a separate page if needed.*
  - a. Competency 1: Demonstrate Ethical and Professional Behavior
  - b. Competency 2: Engage Diversity and Difference in Practice
  - c. Competency 3: Advance Human rights and Social, Economic, and Environmental Justice
  - d. Competency 4: Engage in Practice-Informed Research and Research-Informed Practice
  - e. Competency 5: Engage in Policy Practice
  - f. Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities
  - g. Competency 7: Assess with Individuals, Families, Groups, Organizations, and Communities
  - h. Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities
  - i. Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities

### Organization Endorsements

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

*We agree to provide the experiences noted in the attached proposal. We also agree that if our organization is not already an approved site, that we will complete and submit a Site Application for Consideration for Approval as a Field Site. We recognize that no placement activities may commence until a Memorandum of Affiliation agreement has been executed. In the event that the agency is not approved, or all parties cannot come to an agreement regarding said Memorandum of Affiliation, we understand that the student employee may not conduct a field placement at this site.*

***All signatures must be completed for proposal consideration. No placement hours may be logged until proposal is authorized by the WVU SSW Field Office.***

_____	_____
Student/Employee Signature	Date
_____	_____
Employment Supervisor Signature	Date
_____	_____
Field Instructor Signature	Date
_____	_____
WVU SSW Field Office Signature	Date