

FIELD PLACEMENT ORIENTATION

Social Work Program, University of WI-River Falls



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Orientation Outline

- 1. Application Process**
- 2. Roles**
- 3. Placement Criteria**
- 4. Field Placement Requirements**



Application Process

Students

- Secure *Field Placement Manual* from web and read
- Meet with seniors about their placements
- Read information from placement binder
- Submit all required materials by 4th Monday in February (Feb. 27)
 - completed application form (www.uwrf.edu/socialwork)
 - current DARS
 - copy of driver's license
 - copy of auto insurance coverage
 - completed statement of interest form ([on web](#))
 - resume



Application Process

Faculty Review

- All faculty members review applications.
- Decision based on:
 - application information
 - classroom and advising experience
 - information from other instructors and/ or other informal contacts possible.
- Notification of faculty decision mailed.
 - accepted
 - denied
 - accepted provisionally

A photograph of a modern campus building with large windows and a brick facade, surrounded by trees and a lawn. The image is positioned in the top-left corner of the slide.

Roles

- **Field Placement Coordinator**
- **Field Placement Supervisor**
- **Faculty Liaison**
- **Program Assistant, Room 203**



The Placement: Criteria

- **Generalist practice possibilities**
- **Supervisor with BSW with 2 years experience or MSW (few exceptions)**
- **Supervisor willing to provide student with sufficient supervision**
- **Agency and supervisor of good professional reputation**
- **Already established site (exceptions possible)**
- **Within reasonable driving distance for faculty**



Placement Procedure

- **Field Placement Coordinator**
 - **Reviews:**
 - application information
 - feedback from review process
 - information from *Statement of Interest*
 - list of approved agencies
 - **Identifies potential placements for each student**
 - **Notifies you as to:**
 - name of possible placement
 - contact person



Placement Procedure

- **Students**
 - **Contact potential Field Supervisor for interview Secures information about agency**
 - **Interview (take resume with)**
 - **Communicate with Field Coordinator:**
 - **interview is complete**
 - **whether or not student wants this placement**
- **Field Coordinator:**
 - **Communicates with Field Supervisor**
 - **Notifies you that placement is done or continues process**
- **You write thank you to Field Supervisor**
- **You contact Supervisor in August to arrange start of placement**



Requirements

- **Typically starts first Wednesday of classes**
- **16 hours per week, 225 per semester**
- **Hours completed by last day of class in semester**
- **30 hours during Christmas break may count toward 2nd semester**
- **Meet with Faculty Liaison group 1 hour per week**



Requirements

- **Complete weekly journals**
- **Concurrent enrollment in SWK 424/480, 426/481**
- **Maintenance of GPA requirements**
- **Maintain professional and ethic behavior**
- **Possibility of criminal background check**