Field Orientation for MSW Students Entering Foundation Year Internships

Azusa Pacific University
Master of Social Work Program
Friday May 11, 2012
Welcome to the APU MSW Program

Welcome

Bienvenido

Bienvenue

Willkommen
Orientation Agenda

- Introductions
- Meet & Greet
- Discussion of Field Education Requirements for MSW students beginning their Foundation Year (FY) field internships
- Discuss field internship placement procedures and field matching timeline
- Preparing for your Field Interviews
- Purchasing Liability Insurance
- Paperwork Completion
- Q&A
Meet & Greet Activity
MSW Program Mission Statement

The MSW program in the Department of Social Work at Azusa Pacific University seeks to develop competent advanced social work practitioners who can integrate the knowledge, values, and skills of social work to advance social justice and provide services to assist individuals, families, groups, organizations, and communities. Grounded in the profession’s Code of Ethics and sensitivity to diversity, the MSW program is committed to excellence in our teaching and scholarship, the integration of faith and learning, the development of professional leadership, and the strengthening of communities in local, national, and international contexts.
Why are we required to complete field hours?
- Field experience is a requirement of the Council on Social Work Education (CSWE), the accrediting board of Social Work Programs.

Is field necessary in order to become an MSW?
- Yes, definitely. Field provides students with the hands-on experience necessary to become an MSW. In field, students receive training, supervision, and guidance to integrate coursework with field learning assignments.
- Also, your field courses are requirements for graduation in the MSW Program.
# Field Education Requirements in the MSW Program

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<th>Foundation Year (Fall) Course: Field I</th>
<th>Foundation Year (Spring) Course: Field II</th>
<th>Concentration Year (Fall) Course: Field III</th>
<th>Concentration Year (Spring) Course: Field IV</th>
<th>TOTAL</th>
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<td><strong>Minimum Hours Required</strong></td>
<td>240</td>
<td>240</td>
<td>240+</td>
<td>240+</td>
<td>960</td>
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<td><strong>Field Days</strong></td>
<td>M,W, or F (PT: M-F)</td>
<td>M,W, or F (PT: M-F)</td>
<td>M,W, and/or F (PT: M-F)</td>
<td>M,W, and/or F (PT: M-F)</td>
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<td><strong>Type of Field Placement</strong></td>
<td>Foundation level setting</td>
<td>Foundation level setting</td>
<td>Concentration specific setting</td>
<td>Concentration specific setting</td>
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<td><strong>Selection Process</strong></td>
<td>Field Faculty assigns field internship</td>
<td>Field Faculty assigns field internship</td>
<td>Student interviews at two field sites, ranks choices</td>
<td>Student interviews at two field sites, ranks choices</td>
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Field courses:
- Are required coursework in the MSW Program
- Will Integrate Social Work practice material in a supervised setting
- Are not usually paid as you are enrolled as a student

Field courses are not:
- volunteer work or paid employment, therefore one’s role is of a student.

Successful completion of field:
- Is required each semester in order to continue in the MSW Program
- Requires a grade of B or better in all field courses
- Requires active, hands-on participation as an adult learner
Field Placement Procedures

1. Students complete an Application for Field Internship, due no later than 5/7/2012.
2. Attend field orientation on 5/11/12 and complete interview preparation.
3. Receive field internship assignment in May 2012.
4. Schedule agency interview.
5. Complete interview at agency.
6. Submit Internship Assignment Form.
7. Agency will notify APU with final placement decisions.
Preparing for your Field Interviews

- Construct a Student Resume and Experience Review Sheet.
- Schedule your interview immediately.
- Verify the agency’s address and the name of the person who will be interviewing you.
- Make sure you know how to get to the agency. Do a dry run if necessary.
- Do research on the agency. Check out the agency website and any other available information.
- Be prepared to demonstrate some knowledge of the agency and to ask some relevant questions.
Various community-based agencies throughout the five counties (Los Angeles, Orange, San Bernardino, Riverside, and Ventura) are contracted with APU.

These agencies may accept MSW or MFT students from other nearby graduate programs.

Agencies have decreased # of students accepted for internships due to budget cuts and other organizational issues.

Internships are more scarce than ever.
It is extremely important that you prepare well for your pre-placement interviews.

Agencies may be selecting students based on:

- Best fit for the client population served
- Interview preparedness
- Ability to demonstrate knowledge about the agency, including population served, types of serves provided, etc.
- Ability to discuss your learning goals in field
Martha’s Interview
After the Interview

Debriefing
Discussion
The interviewers commented:

- “She didn’t seem prepared for the interview.”
- “Inappropriate disclosure. Student related that she was been in therapy herself.”
- “Unprofessional attire”
Day-of-Interview Preparations
Professional dress is mandatory
Make sure you have copies of your Student Resume
Take a portfolio with a pad of paper for note-taking
Have the agency address and driving directions available
Eat a healthy breakfast; but don’t overeat
Don’t drink too much caffeine
Give yourself extra drive time in case of traffic delays
Do Wear This:

DON’T Wear This:
According to Empowerment Enterprises:

- Know the components of business presence, and learn how to use them to your advantage:
  - **Attire** - all aspects of your clothing selections, including accessories such as shoes, jewelry, eye-glasses, etc.
  - **Hair** - style, color, condition, length
  - **Grooming** - overall cleanliness, and personal presentation, including fragrances use and abuse
  - **Posture** - confidence in the way you hold yourself
  - **Demeanor** - mannerisms, and body language
  - **Business Accessories** - such as briefcases, pens, technology tools, etc.
  - **Communication Skills** - articulation, eye contact, and effective listening
  - **Etiquette Skills** - the right handshake, business protocols, and courtesies

Retrieved from:
http://www.casualpower.com/business_casual_tips/biz_presence.html
Mock Interviews
Field Resources

Field Blog: MSW Field Education Blog
http://mswfieldeducation.blogspot.com/
- Obtain updates and information about field
- Posted Field Assignments

Online access to field documents
- Field Forms
  - Student Resume
  - Interview Preparation Questions
  - Social Work Terminology
Some agencies require that students carry their own health insurance as a condition of placement.

APU offers student health coverage. If you require coverage, please visit:
- APU Health Center website
  (www.apu.edu/healthcenter/insurance)
Purchasing Liability Insurance

All students are required to purchase individual liability insurance plans prior to beginning field. A copy of your policy is to be submitted to the MSW Program Office NO LATER than August __________.
Q & A Time
Welcome to the APU MSW Program! We look forward to a great 2012-2013 academic year!