

Campbell University
School of Education
Department of Social Work

Learning Agreement Template

Note: *The following learning agreement is adapted from the following source:*

Coggins, Kip & Bonnie F. Hatchett. Field Practicum: Skill Building from a Multicultural Perspective. Eddie Bowers Publishing Company, Inc., 2002. pp. 17-20.

Learning Agreement: BSW: Name of Agency:

Parties to Agreement:

_____. Social Work Intern

_____. Agency Field Instructor

_____. Faculty Field Liaison

PLACEMENT SITE;

(Agency Name) _____

(Address) _____

(Telephone Number) _____

(Fax Number) _____

PURPOSE:

1. Completion of requirements for SOWK 490 & 491
2. Demonstrating ten EPAS 2008 Competencies.

COMPLETION DATES:

August 23, 2011 -- April 25, 2012. I agree to be in the placement during the times agreed upon by my field instructor with time off as indicated by the Campbell University calendar.

I understand that I must complete a minimum of 225 hours each semester and that I cannot stop the internship before the last day of class for each semester as specified by the university calendar.

INTERN ROLES AND RESPONSIBILITIES

I, **(Student Name)**, hereby:

1. Agree to be in my placement on the days and times each week as agreed upon with my field instructor. I understand that I must complete a minimum of 225 hours each semester (450 total) and that I may not finish the internship before the “last class day” each semester as specified in the Campbell University calendar.
2. Agree to notify my agency field instructor and faculty liaison of any absences or tardies beyond my control and agree to work with both these parties to compensate for any time lost before the end of the semester.
3. Agree to maintain agency policies and procedures and not schedule any activities after agency hours unless I have received proper agency approval and assured proper social work supervision.
4. I agree to adhere to the NASW Code of Ethics in all aspects of my professional and personal life.

EPAS 2008 Core Competencies & Suggested Learning Activities

Competency 2.1.1—Identify as a professional social worker and conduct oneself accordingly.

1. **Develop** and present to field instructor agendas for supervisory sessions
2. **Join** NASW as a student member.
- *3. **Attend** professional meetings, conferences, and workshops
4. **Prepare** a written evaluation of his/ her own performance and of the agency and field instructor
5. **Serve** on a committee
6. **Participate** in supervisory conferences
7. **Conduct** oneself with professional demeanor while in placement.
- *8. **Develop** “learning agreement” with help of field instructor.
- *9. **Participate** actively in field seminar.
10. **Read and discuss** in seminar the following articles:
 - a. Sheafor & Horejsi, “Giving and receiving supervision.” (p. 596-600) and “Developing self awareness (p. 576-580).
 - b. Sheafor & Horejsi, “The dangerous client.” (p. 224-227).
- *11. **Read**, “Professional & non-professional behavior” in seminar handout and participate in seminar exercise. (Sheafor & Horejsi).
12. **Sheafor & Horejsi** : “The social worker as artist.” (33-41): **Read and discuss** in seminar.
13. **Social work membership organizations**: **Identify** a variety of social work specialty membership organizations (renal social workers, hospice social workers, social work and gerontology, etc.) and join one that reflects your interests.

Competency 2.1.2—Apply social work ethical principles to guide professional practice.

- *1. **Paper on “Professions & Codes of Ethics.”** Read and write a comparative paper as required in a field seminar assignment.
2. **Sheafor & Horejsi (2008).** Read section entitled “Making ethical decisions” (168-173) and **discuss** in seminar.
3. **Interview Social Workers: Interview** at least two (2) social workers and ask them about ethical challenges they face in their practice. Share your findings with the field seminar.

Competency 2.1.3—Apply critical thinking to inform and communicate professional judgments.

1. **Present a speech** about your agency before a group (ex. Civic group, college class, college club, etc.)
2. In Sheafor & Horejsi, **read** the following articles and **discuss** with others (seminar, other social work students, field instructor, other social workers, etc.)
 - a. “Report writing (182-184)
 - b. “Letter writing” (184-185)
 - c. “Using information technology” (187-190)
3. **Write** in official records of agency as appropriate under the direction of your field instructor or supervisor.

Competency 2.1.4—Engage diversity and difference in practice.

1. **Read & discuss** in seminar: Sheafor & Horejsi: “Applying cultural competence to helping.” (174- 180)
2. **Read** NASW (2001) Standards for Cultural Competence and **take a personal competence inventory**. **Write** a paper for the portfolio that demonstrates one’s achievement of this objective.
3. **Lead** seminar in discussing at least ten (10) situations about diversity in practice as located in Garthwait (2011), pp. 127-132.
4. **Locate and read** materials about special populations served by the field agency.

Competency 2.1.5—Advance human rights and social and economic justice.

1. **Read and discuss with field instructor and seminar** agency policies regarding compliance with federal and state policies regarding discrimination based on race, gender, religion, handicap, etc.
2. **Attend** NASW-NC “Social & Legislative Action” day at the North Carolina Legislature.
3. **Attend workshops or conferences** that prepare social workers to work more effectively with various forms of diversity.
4. **Identify** ways that social workers advocate for clients in the field agency.

Competency 2.1.6—Engage in research-informed practice and practice-informed research.

1. **Evidence Based Practice: Locate and identify** at least three (3) resources that provide guidance on “best practices” and evidence based practice” for clients and/or social problems served by your agency. (Miley, Lelia & DuBois. (p. 388, Table 15.1)
2. **Complete** research project required of all students in SOWK 360.
3. **Identify a research question.** Based on your experience in your field agency, identify a research question that could provide information to inform social work practice to clients.

Competency 2.1.7—Apply knowledge of human behavior and the social environment.

- *1. Write case history as required in seminar. The assessment section should reflect knowledge of the client’s development and the ecological environment as they relate to intervention strategies.

Competency 2.1.8—Engage in policy practice to advance social and economic well-being and to deliver effective social work services.

1. Read & discuss a policy of your agency that has impact on practice and on clients.

Competency 2.1.9—Respond to contexts that shape practice.

Organizational Contexts that Shape Practice

1. **Read** agency policy and procedural manuals.
2. **Review** agency's organizational chart.
3. **Attend agency's** board of directors or advisory board meeting.
4. **Visit other agencies** that are referral sources or destinations of clients from your agency.
5. **Locate and read** materials on "Social Workers and Bureaucracy".
6. **Read and discuss** your agency's statistical and/or annual report.
7. **Interview** administrators and other key personnel about agency and their roles
8. **Attend and participate** in staff meetings.
9. **Participate** in agency fund-raising activity.

Community Contexts that Shape Practice

1. **Attend** inter-agency or interdepartmental meeting(s) that relate to your agency's services.
2. **Review** community resource directories, both printed and electronic as United Way 211.
3. **Locate the U.S. Census Bureau web-page.** Locate and review information related to understanding the community that your agency serves.
4. **Read literature** detailing social problems with which the agency deals
5. **Visit other community agencies** and talk with agency staff and administrators
6. **Participate in** inter-agency meetings
7. **Locate** resources for clients from other agencies and services
8. **Participate** in inter-agency collaboration on a case
9. **Explain** the student professional role to other disciplines and agencies
10. **Attend community meetings**, take notes, and discuss with field instructor
11. **Attend** a court proceeding relating to clients served by the agency
12. **Attend** legislative hearings relating to social problems addressed by agency
13. **Visit** programs of other units within the agency.

14. **Read** pertinent materials (i.e, journal articles) related to the population served by the agency

Societal Contexts that Shape Practice

1. **Identify and read** materials related to societal social trends and social problems that have implications for social work practice in your agency.

Competency 2.1.10 —Engage, assess, intervene, and evaluate with individuals, families, groups, organizations, and communities.

1. **Read** files of clients served by the agency
2. **Participate** in peer review, quality control, or audit process
3. **Conduct** interviews with families
4. **Complete** social histories
5. **Complete** assessments
6. **Write diagnostic** summaries
7. **Develop** a helping relationship with clients in caseload
8. **Develop** contracts with clients
9. **Plan and carry out** interventions with clients
10. **Work** with clients who are different from the student in terms of race, ethnicity, age, sexual orientation, socioeconomic status, etc.
11. **Plan and carry out** termination with clients
12. **Co-lead** a group
13. **Set up and lead** a group
14. **Make** home visits
15. **Complete** process recordings required in seminar
16. **Design and implement** a project to evaluate the effectiveness of his/her own intervention
17. **Observe** field instructor and other social workers conduct interviews
18. **View** and listed to video, audio taped interviews
19. **Role play** with field instructor and other students to test out new skills

References & Bibliography

1. Sheafor, Bradford and Charles Hoorejsi: **Techniques and Guidelines in Social Work Practice**. 8th. Edition. Boston: Allyn & Bacon, 2008.
2. Miley, Karla Krogsrud, Michael O'Melia, & Brenda DuBois. **Generalist Social Work Practice: An Empowering Approach**. Boston: Allyn & Bacon. (updated 6th. Edition), 2011.
3. Garthwait, Cynthia L. **The Social Work Practicum: A Guide and Workbook for Students**. Boston: Allyn & Bacon, 2011.

All parties affixing their signatures to this document have read it thoroughly, understand it, and agree by the terms established therein. Any changes in this agreement can occur only if all the concerned parties mutually agree that changes are necessary.

SIGNATURES:

Student Intern Signature

Date

Agency Field Instructor Signature

Date

Faculty Liaison Signature

Date

SOWK 490 & 491
SOWK 480 & 481
Field Practicum I & II
Field Seminar I & II
Learning Agreement Worksheet

Date of Review: _____

Core Competency	Planned Learning Activity	Status of Plan: Completed
1. Identify as a professional social worker and conduct oneself accordingly.		Yes: _____ No: _____
2. Apply social work ethical principles to guide professional practice.		Yes: _____ No: _____
3. Apply critical thinking to inform and communicate professional judgments.		Yes: _____ No: _____
4. Engage diversity and difference in practice.		Yes: _____ No: _____
5. Advance human rights and social and economic justice.		Yes: _____ No: _____
6. Engage in research-informed practice and practice-informed research.		Yes: _____ No: _____
7. Apply knowledge of human behavior and the social environment.		Yes: _____ No: _____
8. Engage in policy practice to enhance social and economic well-being and to deliver effective social work services.		Yes: _____ No: _____
9. Respond to contexts that shape practice.		Yes: _____ No: _____

10. Engage, assess, intervene, and evaluate with individuals, families, groups, organizations, and communities.		Yes: _____ No: _____
10a. Engagement		Yes: _____ No: _____
10b. Assessment		Yes: _____ No: _____
10c. Intervention		Yes: _____ No: _____
10d. Evaluation		Yes: _____ No: _____