

St. Cloud State University

Department of Social Work

College of Health and Wellness Professions

**Employment Based Field Practicum**

**Learning Agreement**

**Overview:**

Field Education is an integral and core component of social work education and the Department of Social Work strives to maintain the academic integrity of all components of the BSW and MSW Programs. In order to maintain this academic integrity, and in order to provide an optimal environment for field learning, students are required to complete a Learning Agreement to ensure differentiation of their employment activities and the learning goals and activities for the field practicum.

The field program recognizes the difference in roles between employee and student - a student is placed in a field agency to learn while an employee is in an agency to work. The purpose of the Learning Agreement is as follows:

* *To ensure that the student’s place of employment will provide a set of learning experiences that are different from the student’s employment activities.*
* *To ensure that the learning activities encompasses the nine (9) educational competencies and associated practice behaviors established by the Council on Social Work Education (CSWE) in the 2022 Educational Policy and Accreditation Standards (2022 EPAS).*
* *To verify that the arrangement prioritizes social work practice, and the field site meets all of the other criteria for selection of a field agency, and an employment-based internship.*

**Instructions:**

Please review the Field Learning Agreement to identify the educational competencies of the field practicum. Consider individual learning needs and experiences and the learning opportunities available in the practicum setting. Then, develop a general list of learning activities that reflect both the field expectations and the individuality of the student. For each educational competency, apply the related practice behavior to develop learning activities that will allow acquisition of the knowledge and skill needed to achieve the competency and identify how achievement of this competency will be evaluated.

The field instructor and employment supervisor need to be two, separate professionals to ensure clarity of boundaries/roles. A task supervisor may be assigned in circumstances where the employment supervisor is the sole BSW/MSW within the agency. Supervision time for field education learning must be separate from supervision time for employment.

**For Student Completion:**

**Student Information**

Name:Click or tap here to enter text.

Email:Click or tap here to enter text.

Expected Placement Start Date:Click or tap to enter a date.

Expected Placement End Date:Click or tap to enter a date.

**Agency Information**

Agency Name:Click or tap here to enter text.

Agency Address:Click or tap here to enter text.

**Student’s Job/Employment Title:**Click or tap here to enter text.

Number of years employed in this position:Click or tap here to enter text.

**Current Employment Supervisor**

Name:Click or tap here to enter text.

Title:Click or tap here to enter text.

Email:Click or tap here to enter text.

Phone:Click or tap here to enter text.

**Proposed Field Instructor**

*(This is an individual who has a BSW and/or MSW from a CSWE accredited program with 2 years of post-degree experience and is willing to serve as a Field Instructor. Whenever possible, this should not be the student’s work supervisor. BSW students require a Field Instructor with a BSW degree and MSW students require a Field Instructor with an MSW degree plus two years of experience.)*

Name:Click or tap here to enter text.

Title:Click or tap here to enter text.

Email:Click or tap here to enter text.

Phone:Click or tap here to enter text.

**Proposed Task Supervisor (if applicable)**

*(This is an individual who works at the agency and will have regular oversite of the student but does not necessarily have a social work background.)*

Name:Click or tap here to enter text.

Title:Click or tap here to enter text.

Email:Click or tap here to enter text.

Phone:Click or tap here to enter text.

1. Please describe your organization, including its mission, program areas, size and approximate number of professional staff. Provide 3-4 sentences about your current job responsibilities and explain where your current job fits within the organization and your program.

Click or tap here to enter text.

1. Some employers may be able to accommodate you taking on additional activities as part of your work week, while other may require you to do this outside of your role. Describe any additional activities that your agency would support as part of your internship that are not part of your current role.

Click or tap here to enter text.

1. 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 Task 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:**

Click or tap here to enter text.

1. 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.*
   1. Competency 1: Demonstrate Ethical and Professional Behavior

Click or tap here to enter text.

* 1. Competency 2: Advance Human Rights and Social, Racial, Economic, and Environmental Justice

Click or tap here to enter text.

* 1. Competency 3: Engage Anti-Racism, Diversity, Equity, and Inclusion (ADEI) in Practice

Click or tap here to enter text.

* 1. Competency 4: Engage in Practice-Informed Research and Research-Informed Practice

Click or tap here to enter text.

* 1. Competency 5: Engage in Policy Practice

Click or tap here to enter text.

* 1. Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities

Click or tap here to enter text.

* 1. Competency 7: Assess with Individuals, Families, Groups, Organizations, and Communities

Click or tap here to enter text.

* 1. Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities

Click or tap here to enter text.

* 1. Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities

Click or tap here to enter text.

**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 understand that if the student is terminated from their employment position during the field practicum, this may have direct consequences for continuing in the field placement and/or the social work program. If necessary, we agree to provide detailed information regarding the circumstances that led to the termination to the Department of Social Work.*

*We agree to provide the experiences noted in the 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 Agreement (MOA) has been executed with St. Cloud State University. In the event that the agency is not approved, or all parties cannot come to an agreement regarding said Memorandum of Agreement (MOA), we understand that the student employee may not conduct a field placement at this site.*

***All signatures must be completed for consideration of the Learning Agreement. No placement hours may be logged until the Field Practicum is authorized by the Director of Field Education.***

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student/Employee Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employment Supervisor Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Field Instructor Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Field Director Signature Date

Dev. 11/2023