

BOSTON COLLEGE

SCHOOL OF SOCIAL WORK

Requirements for Field Placement

- Provide students with adequate variety and number of assignments
- Provide an orientation to the agency, services provided and community served
- Provide a physical space and telephone for the student
- Reimburse student for expenses incurred in service delivery
- Include student in training opportunities when appropriate
- Provide agency consultation resources to student when needed

Requirements for Field Instructors:

- Master's degree in social work from an accredited program
 - Other Masters level degrees will be considered on a case by case basis.
- Commitment to serve as field instructor for the duration of the placement
- At least six months employment at the agency prior to student's start date
- Provide *regularly scheduled weekly* supervision with the student, one hour minimum
- Coordinate workload for the student allowing for autonomous practice
- Review and comment on student's written work in Portfolio
- Be available for consultations with BCSSW Advisor as well as minimum one site visit per semester
- Complete a written evaluation at the end of each semester

Field Requirements for Students:

Hours Required/Schedule:

- First Year students traditionally intern on Mondays and Tuesdays, 16 hours per week, 15 weeks per semester for 480 hours over the year
- Final Year students traditionally intern on Monday, Tuesday and Wednesday, 24 hours per week, 15 weeks per semester for 720 hours over the year
- Academic year traditionally runs from September to December with a 2 week holiday break and resumes January to May; Summer block runs from June to August
- Students with modified plans, e.g. Advanced Standing or Summer Block will have schedules set in consultation with Agency and Field Ed staff

Support for Field Instructors

Advisor is assigned to the Supervisor and the student. They will:

- Be available for consultation on issues of requirements, workload and performance
- Conduct one site visit minimum per semester to assess progress.

Benefits for Supervisors

Continuing Education Opportunities:

- "Seminar in Field Instruction" provided yearly free of charge, at 19 CEU hours.
- Free 12 hours of **June** CEU training programs offered by Boston College Continuing Education.
- Periodic workshops and trainings provided by Boston College SSW and other social work schools around New England, also free of charge.
- Designation as *Boston College Social Work Field Instructor*