Social Work 531: Foundation Field Seminar  
Winter 2003

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Office Hours: After class and before class by appointment

Seminar Description

This one credit seminar that occurs concurrently with the first field placement meets for two hours bi-weekly. It is designed to provide support and information to students as they begin their personal integration into the social work profession. This seminar will explore how to use this experience as a beginning step in the building of a career as a social worker. It will expose students to practice dilemmas and provide an opportunity to discuss concerns in a safe environment. It will be a forum to review and problem solve some of the procedural aspects of the field experience such as the educational contracts.

Seminar Objectives

Upon completion of this seminar students are expected to:

1. Complete the educational plan with their supervisor(s).
2. Outline their responsibility and all of those involved in the field instruction process.
3. Demonstrate the proactive nature of supervision.
4. Engage in ongoing evaluation of their performance and complete all the requisite evaluation forms.
5. Complete all required forms and recording protocols for the agency.
6. Recognize and assess the impact of multiculturalism and diversity in their field setting.
7. Consider the value of joining professional associations in terms of their career aspirations.
8. Begin to integrate foundation course materials with their field experience.
Seminar Resources

The following texts will be available in the library for supplementary reading.

- Topics from the Field Instruction Manual will also be used for discussion.

Students’ experiences in the field will offer valuable material for class discussion.

Seminar Requirements

The satisfactory completion of this seminar requires that the student:

1. Attends all class session. If a class must be missed prior notice is necessary so that the consequences of missing the class can be determined
2. Participates in class discussion and exercises.
3. Completes all of the assignments

Assignments and Grades

Note: This seminar is graded on a pass/fail basis. There will be 5 assignments

Assignment 1 Your Educational Agreement Due date: January 27/28
- Submit a copy of your educational plan that you will use this semester

Assignment 2: Documentation and Recording Due date: March 3/4
- Submit copies of any material that has been given to you on recording/documentation from your practicum agency.
- Submit your documentation on a role play to be conducted in class. The details of this will be covered in class
Assignment 3: Values and Ethics    Due date: March 17/18

- Submit a brief description of a value dilemma that is real or potential for you that is related to your practicum experience
- Submit an outline of the process that you used to determine what you will/ would do in this situation

Assignment 4: Career Portfolio    Due date: March 31 and April 1

- Submit a draft of your beginning career portfolio. You will need to include: work philosophy, career goals, resume, skill areas, letters of recommendation, list of awards and professional memberships, community services and references.

Assignment 5: Agency Structure/Systems –Formal and Informal    Due date: April 14/15

- Submit an organizational chart for your practicum organization.
- Submit an analysis of the informal structure/ systems that are operating within the organization

Seminar Topics:

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<thead>
<tr>
<th>Date</th>
<th>Topic</th>
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<tbody>
<tr>
<td>January 13/14</td>
<td>Introduction to the course, and to each other. Professional identity</td>
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<tr>
<td>January 27/28</td>
<td>Educational agreements and Supervision.</td>
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<td>February 10/11</td>
<td>Documenting and Recording</td>
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<td>March 3/4</td>
<td>Values and Ethics</td>
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<tr>
<td>March 17/18</td>
<td>Career Portfolios</td>
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<td>March 31 and April 1</td>
<td>Agency structure/systems</td>
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<td>April 14/15</td>
<td>Termination, evaluation and celebration</td>
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