



Preparing for Incoming Students

Field First Fridays
Julianne Foster LISW-S
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Welcome to our first Field First Friday (FFF)!

- First Friday of the month at 12:00pm EST
- Zoom [link](#) will always be the same
 - **Meeting ID:** 673 987 5758 **Passcode:** 891923
- Main objectives of FFF:
 - Enhance Field Instructors' knowledge and understanding about best practices with students
 - Learn about resources and tools to help support student learning
 - Participate in solution-focused discussions and troubleshoot complex situations
 - Engage and network with other professionals within Ohio and the US
 - Enhance Field Instructors' partnerships with the Mandel School & Field Faculty Advisors



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Today's Objectives:

- Review the Mandel School's Field Education Department Resource webpage and review resources
- Explore similarities and differences when preparing for Generalist vs. Specialized year students
- Discuss and brainstorm different ways Field Instructors prepare for students and what to expect the first days/weeks of practicum
- Discuss questions or concerns regarding current or future students



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Mandel School's Field Education Resources

[Jack, Joseph and Morton Mandel School of Applied Social Sciences - Field Education Resources Webpage](#)



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Generalist vs. Specialized Students



VS.



Students' Requirements

- Learning Agreement & Evaluation
 - Every semester or every other (program dependent)
- Field Conference
 - Every semester or every other (program dependent)
- Professional Development (PD) Event
 - 1-2 per semester (program dependent)
- Time Reports
 - Must specify day supervision occurs each week
 - Due 5th of every month (or next business day if weekend)
- Competency-Based Learning
 - Students are strongly encouraged to bring their Learning Agreement to each supervision meeting
- 125 - 250 hours per semester (program dependent)
- Supervision 60-90 minutes per week
- Seminar Assignments (Reflections, Organizational Assessment, Organizational Intervention & Evaluation)



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Preparing for Incoming Students

Before Student(s) Start

- Develop written orientation schedule
- Email student and confirm start date/time, location, parking
- Ensure student has completed all onboarding requirements (i.e., background check, SWT, etc.)
- Inform staff about student's arrival date
- Arrange for student to have building access, workspace, technology, electronic records, phone, etc.
- Identify tasks, activities meetings, & projects student can work on
- Compile list of resources, articles, abbreviations, etc. to help student learn about organization and population served
- If you are an External FI, contact Task Supervisor and review roles and responsibilities

First Days & Weeks

- Tour the organization and meet staff
- Review organizational policies, student/FI responsibilities, safety protocols
- Arrange shadowing opportunities for student to observe each step of process (intake through termination)
- Discuss supervision process and schedule weekly supervision times
- Review syllabi, assignments, due dates
- Share and add to the list of tasks, activities, and projects the student can work on
- Develop Learning Agreement
- Schedule Field Conference
- If you are an External FI, meet with student and Task Supervisor and develop a plan for ongoing and frequent communication



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Small Group Activity

- Go to link provided in the chat or scan QR code below
- Identify one person to be the “notetaker” to input everyone’s ideas into the Google Form
- Brainstorm and discuss different tasks, activities, or projects you do to prepare for incoming students
- Please specify one task per slot in order for us to easily compile the information (which will be shared following FFF)
- Submit the form after your group is done



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Questions, Concerns and Support

- Real life experiences - successes, opportunities for growth, suggestions, or feedback
- Missed something? Watch today's pre-recorded FFF mini-training [here](#)
- Share your feedback
 - Click [here](#) or scan



Upcoming Events

- **Field First Friday:** Learning Agreements & SMART Goals
 - Friday, September 1, 2023 - 12:00pm EST
 - Facilitator: Rob Lieberman
- **ADEI Training Series:** What's the Difference Between Cultural Competence, Cultural Humility and ADEI?
 - Friday, September 15, 2023 - 12:00pm - 2:00pm EST
 - Presenter: Kathy G. Purnell PhD, MSW



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Mandel Field Education Resources (1)

- [Field Education Department Website](#)
- [Field Education Resource Website](#)
- [“The Role of Field Instruction in the Education and Development of Professional Social Workers”](#) (great video for newer Field Instructors)
- [Tevera](#)
- [Field First Fridays](#)
- [External Field Instructor Application](#)



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Mandel Field Education Resources (2)

- [Active Shadowing Template - Direct Practice](#)
- [Active Observation Template - Community Practice](#)
- [Field Placement Orientation Checklist](#)
- [Employer-Based Field Placement Application](#)
- [10 Competencies - Resource](#)
- [Professional Development \(PD\) Decision Tree](#)



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Curriculum Resources & Student Manuals:

- [On-Campus MSW Curriculum](#)
- [On-Campus Advanced Standing MSW Curriculum](#)
- [2023-24 Field Education Manual - On-Campus Weekly MSW](#)
- [Intensive Weekend MSW Curriculum](#)
- [Intensive Weekend Advanced Standing MSW Curriculum](#)
- [2023-24 Field Education Manual - On-Campus Intensive Weekend MSW](#)
- [Online MSW Curriculum](#)
- [Online Advanced Standing MSW Curriculum](#)
- [2023-24 Field Education Manual - Online MSW](#)



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NASW, CSWE & CSWMFT Board Resources

- [NASW Practice Standards & Guidelines](#)
- [CSWE User's Guide for the National Field Instructor Training Repository](#)
- [CSWE 2022 Educational Policy and Accreditation Standards](#)
- [SWT License Instructions](#)



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