

University of Houston
Graduate School of Social Work
Educational Contract Example – Foundation Placement

I. PROFESSIONAL IDENTITY

Demonstrate the ability to understand the role of the social worker

Work Plan Examples

- Observe/shadow field instructor and other professionals within the agency
- Attend staff meetings and workshops & list its dates, times and topics
- Observe staff interaction with clients and community members
- Reflect and discuss personal biases during supervision hours
- Attend and list “X” no. of trainings, webinars and/or seminars relating to profession of social work
- Conduct oneself professionally within the agency or when representing the agency
- Dress and communicate professionally
- Understand field instructor’s role as a social worker within the agency and how it differs from other staff members roles
- Explore student membership for NASW and other Social Work professional organizations including conferences and workshops

II. VALUES AND ETHICS:

Demonstrate an understanding of the value base of the profession and its ethical standards and principles.

Work Plan Examples

- Read and apply NASW code of Ethics and the Texas State Board of Social Work Examiner’s Code of Conduct
- Discuss issues that may conflict with personal values as issues arise when working with clients
- Discuss decision making process in the agency setting
- Observe and note about issues that arise
- Review literature on applied ethics and how the agency protects itself against malpractices
- Discuss experiences in dealing/observing ethical dilemmas with field instructors

III. CRITICAL THINKING

Apply critical thinking skills within the context of professional social work practice.

Work Plan Examples

- Utilize supervision meetings to ask critical questions about personal biases as it relates to clients and the agency
- Apply various assessment tools learned in class on clients
- Discuss with supervisor how various intervention models and theories learned in class can be applied in the agency and with clients

- Complete progress notes and any other documentation required by the agency after meeting with clients
- Student will observe and discuss no “X” amount of agency situations/policies and propose an alternate solution

IV. DIVERSITY

Practice without discrimination with respect and with knowledge and skills related to age, class, color, culture, disability, ethnicity, family structure, gender, marital status, national origin, race, religion, sex, and sexual orientation

Work Plan Examples

- Research on client’s culture, country of origin (if applicable), neighborhood and its history
- Attend culture competency training offered by the agency
- Attend client meetings with other professionals in the agency like IEP or 504 meetings in schools
- Discuss barriers and special needs of diverse population during supervision
- Read & discuss agency discrimination policy
- Examine personal stereotypes and internal discrimination and its potential effect on client
- Demonstrate effective and culturally competent interviewing skills

V. Human Rights & Social Justices

Demonstrate an understanding of the forms and mechanisms of oppression and discrimination

Work Plan Examples

- Review agency’s strategic plan
- Review agency goals, mission statement and manual to discuss how it is linked to Human Rights and Social Justice
- Seek social justice on behalf of individuals suffering from addictions and their families while respecting their dignity and worth as individuals
- Attend community seminars & presentations to learn about Human Rights and Social Justice and how it pertains to clients served by the agency.
- Assist in the development of a staff training on diversity and social justice
- Engage in need assessment and program evaluation process that focuses on Social Justice

VI. Research

Use critical thinking to evaluate research studies applicable to practice

Work Plan Examples

- Research intervention methods relevant to agency
- Review weekly reading material provided by the field instructor
- Share community resources and evidence based practice relating to agency and its clients
- Compile a list of resources that the agency and/or staff can use to find latest best practices

VII. HBSE/Theory

Identify theoretical frame works utilized in the agency setting to understand individual and organizational behavior

Work Plan Examples

- Use genograms and eco maps to assess clients
- Conduct home visit to understand clients social system
- Identify and use theories learned in class to understand the agency and its clients
- Use empowerment and system theory for assessing and treating clients
- Use strength-based perspective to work with clients

VIII. Social Policy

Demonstrate an awareness of the impact of social policy on practice

Work Plan Examples

- Identify the impact of federal & state policies on agency and its clients
- Participate in advocacy meetings for policies that advances social well-being of your clients
- Reflect and discuss agency's role in policy making process
- Research and discuss policies and how these policies impact agency clients

IX. Professional Context

Function within the structure of organizations and service delivery systems

Work Plan Examples

- Discuss crisis intervention plan
- Review agency history
- Attend monthly agency meetings
- Discuss decision making process within the agency
- Review intake, treatment and referral procedures and identify areas of improvement to discuss with the supervisor
- Identify other agencies and/or systems connected to the agency
- Observe and understand how clients access services provided by the agency

X. Practice

Apply the knowledge and skills of an integrated and contextualized social work perspective to practice with systems of all sizes

Work Plan Examples

- Obtain clients records through intake process
- Observe and assess clients using strength based perspective
- Refer clients to other community agencies as deemed necessary
- Follow-up with clients to ensure they followed through the referrals
- Facilitate groups with supervisor's guidance
- Understand all levels of practice within the agency
- Learn about the client system and their strengths and weakness
- Develop rapport with clients and colleagues
- Practice introducing yourself as a social worker

- Practice asking clarifying, open/closed questions with clients and colleagues
- Practice establishing professional bound with clients and colleagues

Adapted from the following sources:

The University of Kansas, School of Social Welfare: Learning Contract and Evaluation Supplement

The Bloomsburg University, Social Work Program: BSW Field Education Learning Agreement

The University of Maryland, Baltimore County, Social Work Program: Learning Contract Instructions and Sample