

UMD-MSW FIELD PROGRAM
AGENCY APPLICATION FOR THE FIELD PROGRA

Agency Name _____ Date _____

Address: _____

Contact Person: _____ Title: _____

Telephone: _____ FAX _____

E-Mail Address _____

Part I. Agency Description

- A. Does your agency have either profit or private-not-for-profit status? [this is usually a requirement to service as a field agency]

- B. What is the mission of the agency?

- C. What is the population being served?

- D. What type of services is provided by the agency?

- E. What methods of intervention are used (i.e. casework, group work, community organizing, etc.)?

- F. Describe the experience and educational background of the MSW social worker available for student supervision. (The MSW is required by our program to meet CSWE accreditation standards.) **Attach a resume.**

Part II. Student - Field Placement Description

- A. Describe the educational experiences available to students. What tasks and responsibilities could be assigned to the student? Differentiate between Field I and II. (This section will determine if you will be assigned Field I or Field II students. You may want to review the requirements for Field I and II in the Field Manual. The Field Coordinator is available for assistance and further discussion).

- B. What types of clients will the student be exposed to?

- C. What resources would students have the opportunity to utilize in performing above tasks? Will office or desk space be made available to the student?

- D. How will supervision be provided (i.e. availability and frequency of supervision)?
No less than one hour per week of intensive, teaching, individual MSW supervision is needed. However, to meet the educational needs of the students in the optimal fashion, this is probably only the minimum.
- E. To what extent can students participate in staff meeting relating to cases or projects?
- F. Will students be able to be exposed to/or participate in administrative meetings, research and evaluation projects (if outside their job descriptions), and policy development tasks?
- G. Will the student have the opportunity to attend and participate in workshops and training sessions?
- H. Does your agency provide an opportunity for students to get experience working with diverse (people of color, GLBT, other oppressed populations) individuals/groups?
 Please explain.

Is it necessary for students to have a car? Yes: _____ No: _____

If needed on the job, will you provide travel expense reimbursement?

Are stipends or salary available? Yes: _____ No: _____
 Hours/days needed: _____

Does Your Agency Have a Web Site? If so, please indicate the URL:
 http://www._____

Submitted by Agency Director: _____ Date: _____

PLEASE RETURN TO:

Kathy Heltzer, Field Coordinator
 Department of Social Work
 220 Bohannon Hall
 1207 Ordean Court
 University of Minnesota-Duluth
 Duluth, Minnesota 55812

