

SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO



COURSE OUTLINE

COURSE TITLE: FIELDWORK PLACEMENT FOR SOCIAL SERVICE I

CODE NO. : NSW 208 **SEMESTER:** 3

PROGRAM: SOCIAL SERVICE WORKER-NATIVE SPECIALIZATION

AUTHOR: Michelle Proulx

DATE: June 2016 **PREVIOUS OUTLINE DATED:** June 2015

APPROVED: _____
"Angelique Lemay"

DEAN **DATE**

TOTAL CREDITS: 7

Co-REQUISITE(S): NSW 205

HOURS/WEEK: 150 hours/ semester

Copyright © 2015 The Sault College of Applied Arts & Technology

Reproduction of this document by any means, in whole or in part, without prior written permission of Sault College of Applied Arts & Technology is prohibited.

*For additional information, please contact Angelique Lemay, Dean
School of Community Services, Interdisciplinary Studies, Curriculum & Faculty Enrichment
(705) 759-2554, Ext. 2737*

I. COURSE DESCRIPTION:

There are several significant hands-on experiences which enhance academic learning. The opportunity to apply acquired skills and to be exposed to the working environment is critical to the successful completion of a balanced education. Students in the Social Services Worker-Native (SSW-NS) Program will gain an awareness of the skills required and challenges evident in the field of social services. The placement experience should be marked by self-initiative and active participation on the part of students.

Students will be placed in local Native and non-Native services in urban and First Nation Communities for two working days per week to complete 150 hours of fieldwork experience. Students will actively participate as a team member, within guidelines set by agencies and fieldwork supervisors. Students in the SSW-NS program will become familiar with the agency in context of the network of services available to address a variety of issues in our communities.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

There are two categories of learning outcomes to be addressed during the fieldwork placement experience; Core Learning Outcomes and Orientation Learning Outcomes. The core learning outcomes relate to skills and activities expected of students in both third and fourth semester fieldwork placement, demonstrating a level of professionalism within the workplace.

The orientation learning outcomes relate to the students' ability to become familiar with and adapt to the fieldwork placement environment, preparing the student to have a functional understanding of the agency, services and consumers upon the beginning of the four day placement in semester four.

CORE LEARNING OUTCOMES: (All of the following must be completed satisfactorily)

When you have earned credit for this course, you will have reliably demonstrated ability to:

1. Communicate clearly, concisely and accurately in the written, spoken and visual form that fulfils the purpose and meets the needs of the workplace.
2. Apply essential interpersonal skills in an appropriate and effective manner i.e.: observation; active listening; self-disclosure; empathic understanding; development of the helping relationship; objectivity.
3. Implement and demonstrate effective work and time management skills.

4. Encourage respect and sensitivity for individual self-determination, dignity, rights, lifestyle choices and diverse cultures.
5. Adapt to the interpersonal dynamics of the workplace:
 1. Collaboration with co-workers.
 2. Relationship with supervisor.
6. Utilize the skills of self-initiative and discipline within the placement setting.

ORIENTATION LEARNING OUTCOMES:

For many students the third semester placement will be the first exposure to the fieldwork setting. The orientation learning outcomes are designed to assist students with the transition from the classroom to the work environment within a social services setting. Students must successfully complete all ten (10) orientation learning outcomes below:

1. Become familiar with and recognize how the mandate, goal, principles and philosophy of the placement agency fit with social work values, ethics and principles of practice.
2. Understand the policy, guidelines, legislation or government ministry that guides service delivery.
3. Recognize the scope of services, programs offered and the community partners, networks in place.
4. Initiate and contribute to a supervisory relationship with the placement supervisor.
5. Develop working and team relationships with staff and relevant collaterals.
6. Become familiar with the placement environment's setting, equipment, software etc. required for active placement participation.
7. Prepare and implement a self care plan.
8. Identify individual strengths and abilities that contribute to the program and services; identify areas of development and create a written plan to address the areas of development.
9. Become familiar with the theories, models, concepts etc. adopted by the agency/program related to the implementation of services.
10. Demonstrate critical thinking skills and contribute to problem solving and creative ideas to service delivery.

Third Semester Learning Contract: The Third Semester Learning Contract consists of the six (6) Core Outcomes and the ten (10) Orientation Learning Outcomes. Students will use the learning contract to guide their orientation process and determine placement specific tasks. Students are also required to prepare the Fourth Semester Learning Contract, which will be guided by the tasks and activities and knowledge they gained during the third semester.

III. REQUIRED RESOURCES/TEXTS/MATERIALS:

Social Services Worker-Native Field Placement I Handbook.

Students are expected to dress appropriately for the workplace environment.

Transportation and parking related costs to and from placement are the responsibility of the student.

IV. EVALUATION PROCESS/GRADING SYSTEM:

Students receive an S (Satisfactory) or U (Unsatisfactory) for fieldwork placement. To obtain a satisfactory grade in this course:

- A. **ALL** Core Learning Outcomes must be evaluated by the Fieldwork Supervisor at the satisfactory level.
- B. Of the ten (10) Orientation Learning Outcomes, the student must be evaluated by the Fieldwork Supervisor at a level that **Satisfactorily Meets Expectations** for six (6) or more of the ten (10) orientation outcomes. If a student does not satisfactorily meet six (6) or more Orientation Learning Outcomes at the end of the semester, the student is deemed not successful at placement. The student will then meet with the faculty to discuss available options.
- C. ***This is the continuum to be applied to evaluate the learning outcomes:***

F	1	2	3
Does not meet expectations	Meets minimal expectations, but significant improvement is required	Satisfactorily meets expectations	Exceeds expectations

Level of Achievement Scale:

F =	Does Not Meet Expectations The student has not demonstrated the required skill in this area. Considerable improvement is required in order to achieve an acceptable level.
1 =	Meets Minimal Expectations, Significant Improvement Required The student has demonstrated some level of skill in this area, but requires some additional assistance, direction, knowledge, or skill development to achieve an acceptable level.
2=	Satisfactorily Meets Expectations The student has demonstrated that they are able to comprehend and carry out this skill area on a regular basis.
3 =	Exceeds Expectations The student has demonstrated that they are able to comprehend and carry out this skill area with initiative and insight beyond acceptable levels of expectations.

Throughout the semester, students, supervisors and the fieldwork faculty will evaluate the student's performance of all Learning Outcomes. Formal evaluation will occur at Mid-term and at the end of the semester.

Students are expected to be prepared for the mid-term and final evaluation meetings with a personal evaluation of their level of achievement. The student and the field placement supervisor will meet and complete the evaluation prior to evaluation meeting with the Faculty Liaison.

Students must complete a minimum of **150 hours** of fieldwork placement during the semester in order to successfully complete their placement. This is commonly accomplished by the completion of two 8-hour shifts per week for approximately a 10 week period. Some placement setting's hours of operation differ; therefore, consultation with the field supervisor will determine how the required hours will be completed.

Time missed must be rescheduled by the student with their respective placement.

The following semester grades will be assigned to students in post-secondary courses:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 – 100%	4.00
A	80 – 89%	
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 – 59%	1.00
F (Fail)	49% and below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	
W	Student has withdrawn from the course without academic penalty.	

If a faculty member determines that a student is at risk of not being successful in their academic pursuits and has exhausted all strategies available to faculty, student contact information may be confidentially provided to Student Services in an effort to offer even more assistance with options for success. Any student wishing to restrict the sharing of such information should make their wishes known to the coordinator or faculty member.

V. SPECIAL NOTES:

Attendance

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.

Students must complete a minimum of **150 hours** of fieldwork placement during the semester in order to successfully complete their placement. This typically is completed over four days a week during a seven hour shift for a 15 week period. Some placements will occur in different configurations, depending on the shift and hours available to the student; this may include weekend and evenings.

It is the student's responsibility to track hours to ensure they are meeting the required 150 hours by the end of the semester. Students are responsible for recording their monthly placement hours and have them signed by their placement supervisors. Monthly timesheets must be submitted in seminar class within one week of the end of month. Arrangements must be made by the student with their respective placement supervisor when time is missed and is to be rescheduled.

VI. COURSE OUTLINE ADDENDUM:

The provisions contained in the addendum located in D2L and on the portal form part of this course outline.