

## **So You Want to Host a Social Work Intern?**

Here's What You Should Know

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### Becoming a Field Agency for the Department of Social Work Southern CT ST University

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- Before taking on a social work intern, the Field Agency + Field Supervisor Application is to be completed. These forms are obtained from the Social Work Field Education Office.
- Field Instructors must be able to provide weekly clinical supervision to the social work intern. BSW interns, require a Field Supervisor with an MSW with at least two years' post-graduate experience. MSW interns, the Field Supervisor must hold a LMSW or LCSW.
- All Field Supervisors are encouraged to complete the Supervisor in Field Instruction (SIFI) course. The course is free of charge and upon completion, 12 CEC's will be received.

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### What's Next?

#### Getting your Social Work Intern

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- The Field Education office is actively seeking to locate valuable field placements for the social work students throughout the year. For field placements that begin in September, the search begins up to one semester before the start of the next academic year (searching in January for placements beginning in August).
- Students can meet with the field education office to discuss potential placements
  - Keep in contact with the field education office to convey that you are looking for an intern during these times so that they can connect you with students
- Students can also find their field placement on their own
  - Look out for students seeking to make contact
  - Send out notices that you are looking for an intern (we'll get them out to students for you!)

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### The Placement:

#### What to Expect

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- Field placements typically run from the second week of September until the first week in May
- In the beginning students should be shadowing their field supervisor and be orientated to the agency.
- Field Supervisors provide 1 hour of supervision to their intern each week.
- Interns are expected to complete process recordings throughout their placement (the amount to be determined by their seminar instructor), these process recordings are to be reviewed by the field agency supervisor and discussed in supervision.
- Different agencies have different responsibilities for social work interns, this is okay!
  - The purpose of the field placement is to give students the opportunity to integrate theory and knowledge using engagement, interviewing, assessment, intervention, and evaluation skills. Do this in the way that best fits your agency's needs.
- Field Instructors will be required to complete one site visit per semester
  - This is where the student's seminar instructor (professor) will meet with the field supervisor and intern at the agency to check in on how the placement experience is going. Additional site visits may be scheduled if problems or concerns arise.
- Field Supervisors will be required to complete an online evaluation of the student's performance at the agency at the end of each semester, (December and May).

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## Requirements for Social Work Interns at Southern CT ST University

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### BSW Interns

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- Required to complete a minimum of 400 hours in field for the academic year
  - 16 hours per week to include:
    - 1 hour per week of uninterrupted clinical supervision with a MSW
    - 2 hour a week process recording to be reviewed during clinical supervision
    - 6 hours of client contact through (intakes, assessments, group work, case reviews)
    - Students may have a task supervisor with a degree related to social services to give daily direction and guidance of internship tasks

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### 1<sup>st</sup> Year MSW Interns

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- Required to complete a minimum 500 hours in the field
  - 18 hours per week to include:
    - 1 hour per week of uninterrupted clinical supervision with a LMSW or LCSW
    - 2 hour a week process recording to be reviewed during clinical supervision
    - 6 to 8 hours of client contact through (intakes, assessments, group work, case reviews)
    - Students may have a task supervisor with a degree related to social services to give daily direction and guidance of internship tasks

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### 2<sup>nd</sup> Year MSW Interns

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- Required to complete 600 hours in the field
  - 21 hours per week to include:
    - 1 hour per week of uninterrupted clinical supervision with a LCSW
    - 2 hour a week process recording to be reviewed during clinical supervision
    - 6 to 8 hours of client contact through (intakes, assessments, group work, case reviews)
    - Students may have a task supervisor with a degree related to social services to give daily direction and guidance of internship tasks.
- Completion of a Capstone Thesis project.
  - **Please note:** some interns are Advanced Standing students; meaning that they have a BSW degree and are in a 1-year program yet taking 2<sup>nd</sup> year courses. These students are required to complete 700 hours in the field or 22 hours per week.

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