

EASTERN CONNECTICUT STATE UNIVERSITY
Social Work Program
APPLICATION FOR SENIOR SOCIAL WORK FIELD PRACTICUM
| *Revised Nov. 2023*

Instructions: The following are the instructions for obtaining your senior field placement. This process is to be completed prior to the end of the spring semester. Students are expected to be diligent regarding the completion of the placement process.

Step One:

1. You must complete the field placement application and submit it by the assigned due date that will be announced during the August field orientation.
2. You must prepare an updated resume. The resume should only be one page in length, free of errors, and utilizing the suggested format. For assistance, review resources on the career services plan.

Step Two:

1. Review the list of potential field sites posted on Blackboard. Select Social Work, Class of (year of graduation), then Senior Field Practicum Sites (Step 2).
2. Identify no less than four potential field sites that represent your interest.
3. Set up an appointment with field coordinator.
4. Bring to the appointment a copy of the application, your error-free resume, and your four potential field placement choices. If you have a suggestion for a potential field placement not listed, bring the contact information to the appointment.
5. At the meeting you will receive two referrals for potential field placements. **You are not to contact any potential field placement that was not referred by field coordinator or Dr. Matthews.**

Step Three:

1. Once you've received your referrals from field coordinator or Dr. Matthews, you are to immediately contact the field instructors to schedule an interview to discuss the possibility of doing your field practicum at that agency. Please note that the field instructor is interviewing you as well as you are interviewing the field instructor. Prepare for the interview by reviewing the data sheet and the agency's website to familiarize yourself with their program(s). You should prepare questions for the interview with the potential field agency. **Professional attire should be worn.** Field instructors are very busy, so it is suggested that you use various methods of contacting the field instructor and be diligent in your pursuit. Make sure you leave your name and contact information when you call. Do not wait for them to call you back; take the initiative and follow up with them on your attempts to make contact.

2. Once you have conducted both interviews, complete the preference section of the referral form and return the hard copy to the field instructor immediately. All interviews and referral/preference forms must be completed no later than April.
3. Once the student's referral/preference form is submitted and the field instructor's rankings of the students they interviewed are obtained, field coordinator and Dr. Matthews will make the final placement.
4. Students will be notified of their placement. If a successful match is not made, the student will be requested to conduct additional interviews.

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Name: _____
Address (School): _____
Address (Home): _____
Cell Phone: _____
Home Phone: _____
Eastern Email Address: _____

Information

Do you have a driver's license?	Yes	No
Will you have access to a car?	Yes	No
Do you have childcare concerns that will impact your availability:	Yes	No
If yes, please specify:		
Will you be employed during this period?	Yes	No
If yes, are your hours flexible?	Yes	No
How many hours are you expected to work?	_____	
Do you have any special skills that may apply to specific practicum settings or populations? (i.e., a second language, ASL, CPR training)	Yes	No
If yes, please specify:		

Information (cont.):

Many agencies require you to have a criminal background check and may exclude students with a record of certain behaviors. If you have serious motor vehicle infractions or criminal charges/convictions, please disclose them so we can plan for an appropriate placement. Do you have concerns? Yes No

If yes, make immediate arrangements to meet with the field coordinator to discuss the details of your situation.

Many agencies require that potential interns undergo drug testing. If you have concerns about this, please disclose.

Do you have concerns? Yes No

If yes, please make immediate arrangements to meet with the field coordinator to discuss the details of your situation.

Field Placement Interest

In this section, we would like to get some information about populations you might be interested in working with; we will make every effort to locate a field experience that matches your interests and abilities. If you have a great deal of experience working with a specific population, it might be in your best interest to try working with a different population, but it is not required.

Population:

What age group would you like to work with in your field experience? Check all that apply and be as specific.

Age: 0-5 6-8 9-11 12-13 14-18 19-25 26-60 61+

What age group would you **prefer NOT to work with** in your field experience? There is no expectation that everyone works with every population. Check all that apply and be as specific as possible.

Age: 0-5 6-8 9-11 12-13 14-18 19-25 26-60 61+

Type of Program:

What type of social services program would be of interest to you? Check all program categories that apply and be specific.

Behavioral/Mental Health Services Medical/Hospital Services Recreational Services
Developmental Disabilities Addiction Services School Pre-School
Housing/Residential Criminal Justice Elderly Services Child Welfare
Community Practice Advocacy/Policy Practice Adolescent Services

What type of social services program would you **NOT be comfortable working in**? Check all program categories that apply and be specific.

Behavioral/Mental Health Services Medical/Hospital Services Recreational Services
Developmental Disabilities Addiction Services School Pre-School
Housing/Residential Criminal Justice Elderly Services Child Welfare
Community Practice Advocacy/Policy Practice Adolescent Services