

CONSULTANT FIELD INSTRUCTOR & AGENCY PRECEPTOR MODEL

Agencies who do not have a qualified MSW Field Instructor, may utilize an Consultant Field Instructor who will be responsible for reinforcing the social work perspective throughout the field practicum experience

Consultant Field Instructor*

1. Must meet criteria for Field Instructor:
 - a. Must have an MSW degree, LCSW is not required for supervision of interns, but is welcome
 - b. 2 years post-graduate social work experience
 - c. Completion of Field Instructor Training Course
 - May attend any training at any of the local university's MSW programs (i.e. CSUN, USC, UCLA, CSULA, CSUDH, CSULB, CSUF, APU)
 - One time training
 - New field instructors may attend concurrently in the fall when they are assigned a new student
2. Assumes primary responsibility for supervising and supporting the student's completion of the Learning Agreement, including approving and identifying learning objectives and learning tasks in collaboration with the Agency Preceptor (see below for description of Agency Preceptor);
3. Meets weekly (for at least one hour) with student in supervisory session to review progress of student toward achievement of learning objectives and to assist student with the integration of social work practice realities, ethics and theoretical concepts;
4. Meets regularly with student and Agency Preceptor to evaluate student performance and modify the Learning Agreement if necessary;
5. Assumes primary responsibility for submitting to the CSUN Social Work Department the written evaluation for the student by completing the Mid-term and Semester Evaluations.
6. Assumes primary responsibility for meeting with the assigned CSUN faculty Field Liaison and student during the semester to review student progress and for alerting the Liaison in a timely manner of any problems or potential problems which might interfere with a successful educational outcome.
7. Has a clear understanding and commitment to uphold the agency or organization's mission and purpose.

Agency Preceptor (Program Coordinator, Executive Director, Other mental health professional, etc.)

1. Assumes primary responsibility of orienting the student to the agency, to agency staff, and to work projects;
2. Works with the Consultant Field Instructor and student to create the Learning Agreement, which includes learning objectives and practice tasks;
3. Assumes primary responsibility for supervising the daily work of the student as described in the Learning Agreement;
4. Meets regularly with the student and the Consultant Field Instructor to evaluate student performance and modify the Learning Agreement if necessary;
5. May meet with the CSUN faculty Field Liaison to review student progress--at the request of either the student, the Consultant Field Instructor or the CSUN faculty Field Liaison

*Consultant Field Instructors are generally used when an agency does not have a qualified MSW available on-staff. Many agencies utilize paid consultants for this role. Generally, the Consultant Field Instructor has familiarity with the agency and knowledge of the agency client population. Some agencies have used former employees or current board members for this position. Although sometimes the agency will be able to find a volunteer to fill this role, it is more common for the agency to pay a weekly or hourly rate to the Consultant Field Instructor. The CSUN Field Department can provide referrals upon request.

Please refer to the CSUN MSW Field Manual for more information regarding the field internship expectations and management.