

Placements Where Supervision is Provided by both an On-site Supervisor and an MSW Field Instructor

All students must receive supervision from a social work professional—someone who holds a social work degree (BSW or MSW) from an accredited program. While our preference is to engage people with BSW and MSW degrees for on-site Field Instruction, upon occasion it makes sense to confirm placements where this is not the case. In these situations, an additional person—the Field Instructor—will team with the On-Site Supervisor for student supervision. Their roles and responsibilities are distinguished below:

On-Site Supervisor	Off-Site Field Instructor
This is an employee of the program within which the student is placed.	This is a degreed (MSW or BSW) social worker who has agreed to provide additional, social work-specific, supervision in order for the placement to meet the required educational criteria.
1. Schedules weekly individual supervisory meetings. May create a schedule that is a combination of individual and group supervision.	1. Schedules weekly (or bi-weekly, at minimum) individual supervisory meetings.
2. Creates and supervises day-to-day assignments and activities.	2. Locates the work the student is doing in the agency and relates it to social work theory and practice approaches.
3. Helps the student develop the Learning Agreement within the first month of placement and signs off on it.	3. Reviews the completed Learning Agreement from a social work lens and signs off on it.
4. Orients the student to the agency/ organization and program, and the work that's done.	4. Orients the student to the profession of social work.
5. Prepares for and participates in the December and Ending evaluation.	5. Prepares for and participates in the December and Ending evaluation.
6. Communicates and coordinates with off-site "social work" Field Instructor and the Faculty Field Liaison.	6. Communicates and coordinates with the On-Site Supervisor and the Faculty Field Liaison.
7. Participates in the Anti-Oppressive Practice conversation assignment from the organizational perspective.	7. Participates in the Anti-Oppressive Practice conversation assignment from the social work perspective.
	8. Assigns and provides feedback on process records.