

**JAMESTOWN COMMUNITY COLLEGE**  
**State University of New York**

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**INSTITUTIONAL COURSE SYLLABUS**

**Course Title:** Field Placement I-Social Work

**Course Abbreviation and Number:** HUS 2210

**Credit Hours:** 5

**Course Type:** Lecture/Fieldwork

**Course Description:** Students will gain practical experience participating in a minimum of 135 hours of supervised work in a human service agency. Students will also participate in a weekly seminar which focuses on developing knowledge of agency networking, teamwork, applied ethics, and communication skills. The seminar also focuses on students' experiences, problems, and special interests. The student, faculty coordinator, and agency supervisor work together to develop an appropriate learning experience for the student. Students are responsible for assigned readings and a weekly written log of the field experience in addition to other assignments.

**Prerequisite:** HUS 1210 with a C or better, a minimum of 3 credits of human services electives with a C or better, HUS 1410, and permission of the human services faculty; Application required; must be a program major. Social science majors transferring to a four-year social work of human services program may also apply.

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**Student Learning Outcomes:**

Students who demonstrate understanding can:

1. Demonstrate competence in a supervised work experience in a human service setting and critically evaluate their performance in continual written self assessments and through a professional portfolio.
  2. Apply assessment, reporting, and goal setting techniques through weekly written analysis.
  3. Demonstrate the ability to maintain confidentiality and uphold ethical practice standards in an agency setting.
  4. Apply technological skills in the compilation and development of a professional and educational portfolio.
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**Topics Covered:**

- Agency Profile:
    - Philosophy, goals & objectives
    - Functions, Programs & Services
    - Eligibility Requirements
    - Referral Mechanisms to and from the agency.
  - Public Policy and the impact on the client and agency
    - Legal standards in agencies
    - Agency, local, state and federal policy
    - Mandated Reporter Training for Child Abuse and Neglect
  - Techniques and Skills in Practice
    - Interpersonal communication skills
    - Integrating theory into practice
    - Boundaries, self-disclosure & transference
  - Group facilitation
  - Professional Documentation
  - Diversity in the Community
    - Ethnic, cultural and economic diversity in the agency staff and clientele
    - Cultural competence in agencies.
  - Values and ethical practice
    - Ethical standards in agencies
    - Personal values and the impact on the helping process
    - Confidentiality
    - Stress, burnout and self-care
  - Professional Development
    - Preparing a Resume & Cover letter
    - Building a Portfolio
    - Preparing for school or employment
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**Information for Students**

- Expectations of Students
  - [Civility Statement](#)
  - [Student Responsibility Statement](#)
  - [Academic Integrity Statement](#)
- [Accessibility Services](#)

Students who require accommodations to complete the requirements and expectations of this course because of a disability must make their accommodation requests to the Accessibility Services Coordinator.

- [Get Help: JCC & Community Resources](#)
- [Emergency Closing Procedures](#)

- Course grade is determined by the instructor based on a combination of factors, including but not limited to, homework, quizzes, exams, projects, and participation. Final course grade can be translated into a grade point value according to the following:

A=4.0	B+=3.5	B=3	C+=2.5	C=2	D+=1.5	D=1	F=0
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- Veterans and active duty military personnel with special circumstances (e.g., upcoming deployments, drill requirements, VA appointments) are welcome and encouraged to communicate these to the instructor.

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**Effective Date:** Fall 2021