



EFFECTIVE: SEPTEMBER 2011 CURRICULUM GUIDELINES

A. Division: **Academic** Effective Date: **September 2011**

B. Department / Program Area: **Faculty of Child, Family and Community Studies
Community Social Service Worker** Revision: New Course

If Revision, Section(s) Revised: **A, B, D, F, G, H, M, N, P, Q**

Date of Previous Revision: **December 2003**

Date of Current Revision: **February 2011**

C: CSSW 1240 **D: Practicum I** **E: 4.5**

Subject & Course No.	Descriptive Title	Semester Credits
F: Calendar Description: This course provides opportunities for students at a beginning level to practice skills in selected sites under supervision. Students will integrate and reflect upon their educational, personal and professional experiences in practicum and seminar.		
G: Allocation of Contact Hours to Type of Instruction / Learning Settings Primary Methods of Instructional Delivery and/or Learning Settings: Seminar and clinical Number of Contact Hours: (per week / semester for each descriptor) Seminar: 10 hours Clinical: 170 hours Number of Weeks per Semester: Flexible delivery ranging over 2 to 15 weeks	H: Course Prerequisites: CSSW 1122	
	I: Course Corequisites: None	
	J: Course for which this Course is a Prerequisite CSSW 2340	
	K: Maximum Class Size: 30	
L: PLEASE INDICATE: <input type="checkbox"/> Non-Credit <input type="checkbox"/> College Credit Non-Transfer <input checked="" type="checkbox"/> College Credit Transfer: SEE BC TRANSFER GUIDE FOR TRANSFER DETAILS (www.bctransferguide.ca)		

M: Course Objectives / Learning Outcomes:

Upon successful completion of this course, within the following content areas, the student will be able to:

1. **Professional Skills:**
 - demonstrate professional skills consistent with Canadian Association of Social Workers' Code of Ethics
 - establish effective, professional working relationships with practicum supervisors, agency staff, clients and colleagues, including seeking and accepting feedback
 - demonstrate ability to complete assigned workload in a timely and professional manner
 - demonstrate ability to deal with time and stress pressures with professionalism
2. **Administrative Skills:**
 - prepare accurate, objective, up-to-date file recordings, forms and letters, using appropriate terminology
3. **Basic Knowledge of Agency and Community Resources:**
 - demonstrate basic knowledge of the agency and the needs of the clients serviced by the agency
 - demonstrate basic knowledge of legislation and policies affecting the agency
 - demonstrate knowledge of community resources and an ability to carry out referrals as appropriate
4. **Interviewing and Communication Skills (colleagues and clients):**
 - demonstrate ability to conduct effective interviews with client
 - demonstrate ability to communicate effectively with a wide range of clients utilizing an empathic, problem-solving and strengths-based approach
 - demonstrate assertiveness, self-awareness and appropriate personal boundaries

N: Course Content:

The following global ideas guide the design and delivery of this course:

- Practicum settings create opportunities for students to apply skills in a social service setting while benefiting from the expertise of skilled mentors in the field.
- Students gain both insight and practice knowledge from field experiences.
- Practitioners who regularly and accurately assess and reflect on their performance and who set goals for their ongoing professional development are more likely to be effective in their work.
- A well-developed personal philosophy of practice is a cornerstone of competent human service practice.

O: Methods of Instruction

- Seminar
- Field practice

P: Textbooks and Materials to be Purchased by Students

- T.B.A.

Q: Means of Assessment:

This course will conform to Douglas College policy regarding the number and weighting of evaluations. Typical means of evaluation would include a combination of:

- Practice reports
- Self-evaluation
- Field assessment

This course is graded Mastery/Non-Mastery

R: Prior Learning Assessment and Recognition

- **This course is available for PLAR**

Course Designer(s) **Bob Shebib, Nancy Newman**

Education Council / Curriculum Committee Representative

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Registrar

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