

POSITION ANNOUNCEMENT School
of Social Work
College of Health and Human Sciences
Colorado State University

Position: Twelve-month, .75- time, Assistant Field Director

Targeted Start Date: June 1, 2014. (Search could be extended until position is filled).

General Description: The Assistant Director of Field Education is responsible for placing and monitoring BSW and MSW students in foundation and concentration field placements. This includes supporting and developing social work placements that provide students the opportunity to apply foundation and advanced generalist practice skills, knowledge and values in an agency/practice setting with professional social work field instruction and supervision. The Assistant Director of Field Education works closely with the Director of Field Education to monitor and continuously improve the quality of the Field Education Program and to comply with CSWE Educational Policy and Accreditation Standards.

Required Qualifications:

1. MSW degree and completed three years of post-MSW degree practice experience.
2. Demonstrated experience in the social work field using advanced generalist practice knowledge, values and skills.

Preferred Qualifications:

1. Demonstrated ability to verbalize thoughts clearly and communicate effectively with others.
2. Experience in providing training, using proficient inter-personal, social and communication skills.
3. Evidence of ability to work as a team member.
4. Evidence of ability to work independently.
5. Conflict management skills.
6. Experience with using on-line learning software, digital and on-line communications, computer databases, etc.
7. Experience as an MSW field instructor or field liaison.
8. Understanding of higher education teaching philosophies and practice.
9. Familiarity with Front Range social/human services agencies and systems.
10. Demonstrated administrative skills including: prioritization of responsibilities, attention to detail and organization.
11. Reflecting departmental and institutional values, candidates are expected to have the ability to advance the Department's commitment to diversity and inclusion.

Essential Duties/Responsibilities

1. Develop field agency placements that offer generalist and advanced generalist field experience for students.
2. Conduct training for BSW/MSW field instructors, on-site supervisors and field liaisons to ensure the educational process of students.
3. Conduct orientations for students applying to, and entering, field placements.
4. Work with students through the application and interview process for field placement to ensure an appropriate field education experience.
5. Maintain BSW and MSW student files in accordance with CSU School of Social Work standards and procedures.
6. Assist with orientation and supervision of field liaisons.
7. Participate in SOSW Field Team to develop and implement field policies, and procedures.

Other Duties/Responsibilities

1. Assist with monitoring and evaluation of field placements.
2. Coordinate and participate in student advisory committee.
3. Assist in maintaining and enhancing ongoing and timely communication with students regarding program information, receiving feedback and addressing resource needs.
4. Attend and participate in School of Social Work Council meetings and assigned committee meetings.
6. Other duties as assigned

SALARY AND BENEFITS: Salary for this 12 month appointment will be competitive and commensurate with qualifications and experience. Colorado State University offers an excellent selection of benefits.

APPLICATION PROCEDURE: Candidates should submit their applications electronically to Dr. Nancy Banman at: nancy.banman@colostate.edu. A complete application consists of a cover letter addressed to Dr. Nancy Banman, Chair of Search Committee, School of Social Work, speaking to the required and preferred qualifications and responsibilities; a current curriculum vitae, and contact information for three (3) professional references.

For full consideration an application should be received by April 28, 2014, **although the search will remain open until an acceptable candidate is found.** Inquiries regarding the position or the application process can be made to: Nancy Banman, PhD, Chair at nancy.banman@colostate.edu

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Colorado State University is committed to providing a safe and productive learning and living

community. To achieve that goal, we conduct background investigation for all final candidates being considered for employment. Background checks may include, but are not limited to, criminal history, national sex offender search, and motor vehicle history.