Instructor Guide for HS 170-Introduction to Human Services Fieldwork

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Course Description

This course is for students in the human services AAS degree program who are completing their first year of the curriculum. It was designed to be taught as an asynchronous online class over a 10 week term. At Clackamas Community College. This course prepares students to complete fieldwork in Human Services. Content includes dynamics of the workplace, coping with work stress, supervision, ethics, and diversity. The course covers writing learning objectives and creating a successful field placement experience.

This course was designed using the Standards for Fieldwork provided by the Council for Standards in Human Services Education as a guideline.

This course integrates with Human Services Practicum: An Equity Lens.

Course Learning Outcomes

Upon successful completion of the course, students should be able to:
1. Identify 2-4 appropriate placement sites for a human services practicum
2. Demonstrate the professional standards, laws and codes of conduct guiding human services practice.
3. Discuss the purpose and value supervision in human service work.
4. Summarize cross-cultural issues in the workplace.

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5. Compare and contrast the typical stages of an internship experience.
6. Create sample learning objectives for a CWE learning agreement.

Course Scope and Structure

This course incorporates a variety of instructional materials, such as video lectures, interactive forum discussions, websites, and resume writing resources. Assignments include a website scavenger hunt, resume, practice internship interview with instructor, a CWE action plan, and 3 reflection assignments.

Each weekly module follows this structure:

- A brief overview of the topic for the week
- A list of the learning outcomes for the week
- A folder containing links to all of the materials for the week, including a link directly to the assigned reading
- A discussion forum based on the weekly topic
- Descriptions of any assignments due for that week, and a link to upload the assignment
- Several assignments include turning in a draft earlier in the term to receive feedback from the instructor

Notes to Future Instructors:

This course was originally developed to serve as a prerequisite for students to register for an internship or practicum (which we call Cooperative Work Experience, or CWE). This model was developed in the early 2000s, and not updated at the time this course was taught. Over development of the text, and in consultation with instructors around the state of Oregon, I realized that much of the content serves students better when they are in the field concurrently. We have revised the curriculum such that the prerequisite course now focuses on how to find and secure and internship and teaching students about the processes and paperwork involved in completing CWE. The rest of the curriculum (agency culture, supervision, ethics, etc) have been moved to a new “seminar” course that students enroll in during every term they are in the field.

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I believe the design of the curriculum is interactive enough and flexible enough for you to tailor it to your own needs. I hope you find these materials useful as well!

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