



**RHODE ISLAND COLLEGE
JOB DESCRIPTION**

Position classification: PSA
Date created or revised: 11/16/2022
Exempt/Non-Exempt Status: Exempt
Responsible individual: Yes
Campus Security Authority: No

Title: Director of Field Education
Status: Full-time, continuing, twelve-month appointment
Grade: 14
Union Affiliation: PSA@RIC (Professional Staff Association)
Reports To: Dean, School of Social Work

PRIMARY PURPOSE:

Direct and coordinate field experiences associated with programs in the School of Social Work. Field experiences are related to the educational objectives of both the BSW and MSW programs. The Director of Field Experiences must be committed to and understand the generalist perspective.

DESCRIPTION OF DUTIES AND RESPONSIBILITIES:

Essential Job Functions:

- Provide leadership in the establishment, maintenance and improvement of field experiences in Social Work.
- Develop field experiences that are consistent with generalist practices at the BSW level and reflect the generalist level in the first year of the MSW.
- Develop field experiences that are consistent with the advanced curriculum of the MSW program which reflect the generalist perspective in the advanced curriculum including the clinical track, and the organizing, policy and administration track.
- Develop field experiences that provide the necessary experiences for students who choose the dual track.
- Coordinate and administer all Social Work field experiences in off-campus settings including:
 - selection of field supervisors;
 - assignment of students to field placements;
 - supervision of students when needed; and
 - development and implementation of orientation and professional development programs for agency supervisors.
- Develop innovative experimental agency-based field units.
- Provide information regarding the programs of the School to students and community agencies.

Occasional Job Functions:

Perform other duties and responsibilities as assigned by the Dean, School of Social Work.

REQUIRED QUALIFICATION STANDARDS:

Education:

MSW from a CSWE-accredited program.

Experience:

A minimum of five years post-MSW practice.

Skills, Knowledge and Abilities:

- Good understanding of both generalist and advanced practice.
- Strong oral and written communication skills.
- Good negotiation and interpersonal skills.
- Good computer skills.

PREFERRED:

- Teaching and administrative experience.
- Bilingual in English / Spanish (fluent in speaking and writing).

ENVIRONMENTAL CONDITIONS:

The employee is not exposed to known adverse environmental conditions.

The College requires that all applicants and employees be able to perform the essential functions of the job and will explore reasonable accommodations for individuals with disabilities.

As an Affirmative Action/Equal Opportunity institution that values and is committed to inclusion and expanding the diversity of its faculty and staff, the College invites members of protected classes, including minorities and persons with disabilities, to identify themselves as such at the time of application.