

## Bachelor of Social Work: Work Based Placement Application

### Placements in the Students Place of Employment

The Social Work Field Education program aims to provide students with the opportunity to integrate theoretical learning with workplace experience across different settings, organisations, approaches, client groups and social issues. Placement focuses on the students learning and development as a Social Worker. This requires the student to develop competencies that may differ to the requirements of an agency's employees.

Generally, it is not advised that students undertake a placement in their place of employment. However, for a work based placement to be approved it must follow the accreditation requirements of the [Australian Association of Social Workers \(AASW\) Standards](#) (specifically [Guideline 1.2](#)), and provide students with new and challenging opportunities that are significantly different from current/previous employment within the agency.

There must be a clear separation between a student's placement and workplace, to avoid the possibility of students facing conflicting role expectations (student versus worker) and conflicting assessment criteria.

### Conditions for Work Based Placements

Applications are assessed based on the ability to meet the following criteria:

- This document has been signed by the student and the agency confirming that a clear placement (not job transfer) is developed so that the employee is in a student role and is able to meet the educational requirements, principles and policies set out in this document.
- Signed Domestic Placement Agreement between Edith Cowan University and the Agency.
- The allocation of learning experiences as a student will NOT involve the routine work responsibilities as an employee.
- The placement will be either in a different geographical location from the current/ previous employment OR, the placement is within a different team from the current/previous employment.
- The provided supervisor will NOT be the student's usual supervisor or line manager.
- The learning environment is protected time while on placement and is separate from duties carried out as an employee. This includes:
  - Regular times for formal supervision of at least 1.5hrs per five placement days.
  - At least 30 minutes per day to complete reading, reflective learning and the Common Assessment Tool (CAT).
- The placement is monitored jointly by the supervisor, student, and Field Education team to ensure that the above criteria is being met.

### Process and Submission Requirements

Work based placements will be assessed by the Field Education Team on a case-by-case basis. As all applications are assessed independently, approval of work-base placements for one student will not set a precedent for other applications.

Students should ensure an updated CV is uploaded to Sonia to accompany this form.

A work-based placement will not be approved if the student has previously been granted Recognised Prior Learning (RPL) for a previous placement unit utilising the work within the same agency and sector.

## Work Based Placement Application Form

### Student Information

Name	
Email	
Phone	
Position currently held in Agency	

### Details of Current Workplace

Agency	
Agency Address	
Student's Current Position	
Current Supervisor	
Brief description of current responsibilities and tasks.	

### Agency Contact Details

Person who ECU can contact when discussing and confirming placement arrangements.

Name	
Email	
Phone	

### Agency to complete

#### Details of Proposed Workplace for Placement

Student placements consist of 500 hours supervised professional practice field education.

Agency Name	
Agency Address	
Brief description of proposed responsibilities and tasks during placement	

#### Details of person to supervise the proposed placement:

Name	
Email	
Phone	
Position in Agency	

Is the above mentioned a Qualified Social Worker with 2 years practice experience:  Yes  No

Does this person have a previous professional or personal relationship with the student?  Yes  No

#### Achievement of Social Work Aims during a Work Based Placement

For the following two questions, please answer with reference to the following areas:

- Client group
- Case Work
- Intervention approaches
- Organisational structure
- Social issues
- Policy
- Community development
- Research

How does the proposed work based placement provide diversity from the student's current and past employment?

How will the proposed work based placement extend and diversify the student's current skills and knowledge?

If regular duties are carried out on paid employment days, they **cannot** be included in placement.

Please indicate what days are going to be considered "placement days" and number of hours per day below.

Monday	Tuesday	Wednesday	Thursday	Friday

Agency Form completed by: \_\_\_\_\_ Position: \_\_\_\_\_

Signature: \_\_\_\_\_

**Student to submit application to:** [swprac@ecu.edu.au](mailto:swprac@ecu.edu.au) **Subject line:** Application for Work based Placement.