



Office of Field Education

**COMMUNITY & ADMINISTRATIVE PRACTICE
GRADUATE ADVANCED FIELD LEARNING CONTRACT
FACE SHEET**

Student Name Printed: _____ Student Email: _____

Student Signature: _____ Date: _____

Student MAVS ID: _____

Field Instructor Name Printed: _____ Field Instructor Email: _____

Field Instructor Signature: _____ Date: _____

Liaison Name Printed: _____ Liaison Email: _____

Liaison Signature: _____ Date: _____

Agency Name: _____

Agency Address: _____

Agency Phone Number _____

Type of Placement: **Advanced Graduate Community and Administrative (CAP)**

Total number of clock hours to be completed for this semester: _____ Hours: _____

Semester: _____ Year: _____

Weekly Supervision Schedule: _____

Day of the week and time

Weekly Field Schedule: _____

Day of the week and time



Office of Field Education

COMMUNITY & ADMINISTRATIVE PRACTICE
Advanced Graduate
Field Learning Contract Objectives

Student Name: _____ **MAVS ID:** _____

The student will be able to:

Objective C1.1: Understand the ethical standards and applicable laws and regulations that impact their work with groups, organizations and communities.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C1.2: Critically evaluate and apply various ethical frameworks to community and administrative practice, research and policy.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		



Objective C1.3: Understand the influence of their personal experiences and social identities in community and administrative practice and practice cultural humility to maintain professionalism.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C1.4: Are knowledgeable about the history of community and administrative practice in the profession.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C1.5: Value interdisciplinary collaborations.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		



Objective C1.6: Understand the role of CAP practitioners both within the profession and as part of interdisciplinary teams.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C1.7: Seek out ongoing learning opportunities and practice ethical use of technology in all forms of communication

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C2.1: Understand how the human experience shapes diversity and difference and how they are valued influences the social, cultural, political and economic arenas.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		



Objective C2.2: Understand how the intersections of different and multiple factors (i.e. age, class, color, culture, disability and ability, ethnicity, gender, gender identity and expression, immigration status, marital status, political ideology, race, religion/spirituality, sex, sexual orientation, and tribal sovereign status) are culturally valued place different social groups in positions of power and privilege or oppression in different contexts and time.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C2.3: Are knowledgeable of all forms and mechanisms of discrimination and oppression and the effects on diverse populations.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C2.4: Understand and are aware of how diversity and difference are culturally valued influence decision-making in public policy, human service management and community development

Tasks: What tasks will be assigned to the student to achieve this objective?



Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C2.5: Demonstrate cultural competence, cultural humility and skill to engage social groups (populations) in decision making related to advocacy, policy development, human services, and community development to advance social change and the wellbeing of the people.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C2.6: Engage in continuous self-reflection on personal bias and values to respond with equity and inclusiveness.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C3.1: Engage with groups, organizations, and geographical and non-geographical communities in ways that respect and advance fundamental human rights and social, economic, and environmental justice.

Tasks: What tasks will be assigned to the student to achieve this objective?



Evaluation Methods		
1-Verbal report in supervision 4-Other (please specify):	2-Observation by supervisor	3-Written reports

Objective C3.2: Engage with client systems taking into account global effects on local issues and the reverse.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision 4-Other (please specify):	2-Observation by supervisor	3-Written reports

Objective C3.3: Draw from knowledge of CAP theories and strategies to promote equity in the distribution of goods and services and to protect civil, political, environmental, economic, social, and cultural rights of individuals and groups.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision 4-Other (please specify):	2-Observation by supervisor	3-Written reports

Objective C3.4: Draw from knowledge of CAP theories and strategies to promote equity in the distribution of goods and services and to protect civil, political, environmental, economic, social, and cultural rights of individuals and groups.

Tasks: What tasks will be assigned to the student to achieve this objective?



Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C4.1: Understand the value of, and need for, basing their practice in science, including both theory and methods.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C4.2: Assess the quality of research according to rigorous standards and judge its applicability to particular social, economic, and cultural contexts.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		



Objective C4.3: Seek out research across many disciplines to broaden their knowledge base.

Tasks: What tasks will be assigned to the student to achieve this objective?

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C4.4: Are conscientious users of research, they also add to the body of knowledge for others by evaluating their practice and participating in research efforts.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		



Objective C4.4: Are conscientious users of research, they also add to the body of knowledge for others by evaluating their practice and participating in research efforts.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C5.1: Are versed in the myriad impacts of policy on well-being.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		



Objective C5.2: Assess policy (at any level) for its impacts on human rights, social and economic justice, and access to services.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods

1-Verbal report in supervision 2-Observation by supervisor 3-Written reports
4-Other (please specify):

Objective C5.3: Develop and advocate for policies in accord with social work values.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods

1-Verbal report in supervision 2-Observation by supervisor 3-Written reports
4-Other (please specify):



Objective C6.1: View engagement as an essential and dynamic component of social work practice with groups, organizations and communities. They value the importance of relationships with communities, human service organizations and the people with them.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C6.2: Critically assess and apply macro theories including systems theory and conflict theory to engage with groups, organizations and communities. They engage in evidence-informed and innovative approaches to engage diverse constituencies and practice cultural humility to understand how their personal experiences and social identities may influence their effectiveness in engaging with others.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		



Objective C6.3: Apply participatory methods to facilitate equitable engagement with various groups, organizations and communities.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C7.1: Utilize assessment tools and strategies to understand needs, strengths, relevant factors and promising approaches to work with groups, organizations and communities.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		



Objective C7.2: Apply macro theories including systems theory and conflict theory to collect and analyze the data.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods

1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify):		

Objective C7.3 Utilize this assessment within a participatory framework to determine goals and objectives of partnerships with groups, organizations and communities.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods

1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify)		



Objective C7.4: Work together with their constituencies to select the best strategies to accomplish the goals and objectives based on their assessment, formal and informal knowledge of all partners, and priorities of the group, organization and community.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify)		

Objective C8.1: Identify and implement evidence-informed interventions with groups, organizations and communities.
Evaluate and apply macro theories, including systems theories, conflict theories, and organizational behavior theories, to inform the effectiveness of interventions.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify)		



Objective C8.2: Demonstrate advanced skills in collaborating with others on organizational teams and multi-sector coalitions.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify)		

Objective C9.1: Value the importance of evaluation in interventions with groups, organization and communities and understand the role of evaluation in advancing efficient, effective, and policy-relevant interventions.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify)		



Objective C9.2: Distinguish between micro-level and macro-level evaluation and apply macro-level theories to critically appraise both quantitative and qualitative evaluation methods.

Task: What tasks will be assigned to the student to achieve this objective.

Evaluation Methods		
1-Verbal report in supervision	2-Observation by supervisor	3-Written reports
4-Other (please specify)		