

Hello,

The Ethelyn R. Strong School of Social Work has a robust history devoted to developing social workers who are advocates, practitioners and change agents. We are seeking additional agencies for our students to gain social work experience. Please see below our criteria for our practicum placement.

Criteria for Internship Agency:

- **Commitment to Education:** Agency staff responsible for field instruction provide a high-quality educational experience for MSW students.
- **Service to Diverse Populations:** The agency delivers social work services to marginalized and diverse groups, aligning with the mission of the School of Social Work.
- **Learning Opportunities in Generalist Practice:** The agency's service delivery systems enable students to learn generalist social work practice as defined by the school. Students will be assigned various professional tasks, given appropriate responsibilities, encouraged to build relationships with other professionals, and have their growth and development documented.
- **Qualified Supervisors:** Personnel responsible for field instruction (MSW/LMSW/LCSW supervision preferred; MSW/LCSW supervision desired) must be willing to take on the responsibilities outlined in the memorandum of understanding (MOU). A resume is required.
- **Task Supervisors:** Agency staff without an MSW can serve as task supervisors for students, provided they submit a resume.
- **Alignment with Program Goals:** Staff involved in field instruction must understand and support the goals and expected outcomes of the MSW Program and the mission of Norfolk State University.
- **Structured Learning Environment:** Staff must be willing to design the field placement to facilitate mastery of core competencies and practice behaviors as outlined in the CSWE EPAS 2022.
- **Confidentiality Commitment:** Personnel involved in field instruction should support the use of client information for classroom learning, with a commitment to maintaining confidentiality.

Additional Information Required:

- **Populations Served:** What populations does the agency serve?
- **Services Provided:** What services does the agency offer?
- **Learning Activities:** What learning opportunities are available for students?
- **Hours of Operation:** What are the agency's hours of operation?
- **Anti-Discrimination Policies:** What are your policies regarding anti-discrimination?
- **Supervision Availability:** Is there someone with an MSW degree available to supervise the student?
- **Internship Hours:** The student is required to intern for 14-21 hours weekly; can the agency accommodate this?



- **Background Checks:** Are students required to complete background checks or drug screenings?

Please review and sign the MOU between NSU and your agency.

Thank you for your consideration,

Sonya Robinson, Ph.D., MSW
BSW Director of Field Education / Instructor
The Ethelyn R. Strong School of School Work
Norfolk State University
700 Park Avenue
Norfolk, Virginia 23504
O: 757-823-8469

Paris D. Holley, MSW (she/her)
Director of MSW Field Education
Norfolk State University
The Ethelyn R. Strong School of Social Work
Office: 757-278-4402
Fax: 757-823-2556