

## **SAMPLE** Extended Hours & Employment-based Field PLAN – WCU MSW Program

Student's Name \_\_\_\_\_

Fall 2014

### **1. Full-time Employment**

Agency name and job title \_\_\_\_\_

Supervisor: [Name, job title] \_\_\_\_\_

**Schedule (this is an example; list your proposed paid work hours here):**

Monday, Wednesday, Thursday 8 AM – 3:30 PM

Tuesday 8 AM – 3 PM (1/2 hr vacation time)

Friday 8 AM – 4 PM

TOTAL 37 hrs/week

**Responsibilities as employee:**

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### **2. Extended MSW Practicum (first year, part-time)**

**Date you will begin your practicum: hours (date) and Date you expect to complete 224 fall hours\* (date)**

Agency name and title of field placement responsibilities \_\_\_\_\_

Field Instructor: [Name, job title] \_\_\_\_\_

**Schedule (list your proposed field hours and the total number of hours per week for your field practicum; this is only an example):**

Monday 3:30-6:30 PM

Wednesday 3:30-6:30 PM

Thursday 3:30-7:30 PM

Saturday 10-12 noon TOTAL 12 hours/week (must complete at least 12 hours/week)

**Student Field Practice Responsibilities: (brief summary of the proposed student activities/tasks for your learning & to describe how they are different from your work responsibilities)**

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Signatures below indicate knowledge of and agreement with the plan described above:

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employment Supervisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Field Instructor for Field Placement

\_\_\_\_\_  
Date

\_\_\_\_\_  
WCU MSW Director of Field Education

\_\_\_\_\_  
Date

**\*fall hours must be completed before the start of spring semester**