

Monthly Field Journal October



Instructions for Completion

Students, please initiate this document by recording your week's activities to be discussed in mandatory weekly one- hour supervision with your field instructor. Click the **Save Draft** button each week. At the end of the month, you will submit this document by clicking the **Journal Student Entry** button listed after week 5. This will send a message to your field instructor to sign. If there are not 5 weeks in the month, leave the section blank, but you must always click the week 5 journal entry to finalize your monthly submission.

Task Supervisors (if applicable), please review this document weekly and communicate progress and opportunities for growth with the student and field instructor.

Field Instructors, please review this document each week during your mandatory weekly one hour supervision to address student concerns and questions and to discuss documentation, self care, progress and opportunities for growth. At the end of the month, your submission statement will verify the student's hours and field learning experiences. After your input, the form will be sent to the Field Director for grading.

Week 1

<p>Date (Start Sun. - Sat. 11:59 p.m.) 10/1.</p>	<p>Competencies Addressed: (A minimum of 4 required each week)</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> 1. Demonstrate Ethical and Professional Behavior <input checked="" type="checkbox"/> 2. Engage Diversity and Difference in Practice <input checked="" type="checkbox"/> 3. Advance Human Rights and Social, Economic and Environmental Justice <input type="checkbox"/> 4. Engage in Practice-Informed Research and Research-Informed Practice <input type="checkbox"/> 5. Engage in Policy Practice <input type="checkbox"/> 6. Engage with Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> 7. Assess Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> 8. Intervene with Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> 9. Evaluate Practice with Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> Did Not Accrue Practicum Hours 	<p>Practice Behaviors (Please list the <u>required</u> 4 numbers to match the competencies selected) (i.e. 1.2=competency #1 and practice behavior #2)</p> <ul style="list-style-type: none"> • 1.2 • 1.3 • 2.1 • 2.2 • 3.1 	<p>Description of Learning Activities (2-3 sentences per competency) In addition to the description, how are you are applying classroom theory/knowledge into field experiences to demonstrate competency.</p> <div style="border: 1px solid gray; padding: 5px; margin-top: 10px;"> <p>1.3: This week, I was able to assist with sorting through the clothing closet. This is a great time to reflect on what I am learning and how I will apply it to social work practice.</p> <p>1.2, 1.3, 2.1, 2.2,3.1: I attended a Spanish lesson provided by the City of Refuge. The focus of the lesson was learning</p> </div>

	<p>Comments/Outcome (Describe in 1-2 sentences what you did for self care and how it was beneficial for you.)</p> <p>This weekend I took my daughter to a fall festival. Before Covid, we were constantly going to festivals and events to enjoy the</p>	<p>I completed my weekly journal entry prior to weekly supervision. (1 <u>bonus hour maximum</u> may be counted each week in total accrued field hours <i>if</i> journal entry is done prior to weekly supervision.)</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>	<p>Describe areas of growth, concern or questions to address during supervision (2-3 sentences).</p> <p>I have several questions regarding my advanced learning plan. After speaking with my field supervisor, we decided it would be</p>
<p>Hours accrued this week:</p> <p><input type="text" value="5"/></p>	<p>Task Supervisor (If Applicable) Comments (Hours, Progress, Concerns, etc.)</p>	<p>Field Instructor Comments</p> <p>Reviewed.</p>	<p>Field Instructor Approval of Weekly Hours</p> <p>I approve the accrued hours for this week.</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>

Actioned by Bennett, Erin (485131) on 11/10/2020 10:08:16 AM

Week 2

Date	Competencies Addressed:	Practice Behaviors	Description of Learning Activities (2-3 sentences per competency)
(Start Sun. - Sat. 11:59 p.m.) 10/4	<p>(A minimum of 4 required each week)</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> 1. Demonstrate Ethical and Professional Behavior <input checked="" type="checkbox"/> 2. Engage Diversity and Difference in Practice <input checked="" type="checkbox"/> 3. Advance Human Rights and Social, Economic and Environmental Justice <input type="checkbox"/> 4. Engage in Practice-Informed Research and Research-Informed Practice <input type="checkbox"/> 5. Engage in Policy Practice <input type="checkbox"/> 6. Engage with Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> 7. Assess Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> 8. Intervene with Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> 9. Evaluate Practice with Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> Did Not Accrue Practicum Hours 	<p>(Please list the <u>required</u> 4 numbers to match the competencies selected) (i.e. 1.2=competency #1 and practice behavior #2)</p> <ul style="list-style-type: none"> • 1.1 • 1.2 • 1.3 • 1.4 • 2.1 • 3.1 	<p>In addition to the description, how are you are applying classroom theory/knowledge into field experiences to demonstrate competency.</p> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;"> <p>1.3, 1.4: I demonstrated ethical and professional behavior by communicating effectively with my supervisor. I communicated, in advance, that my daughter would have a two-day fall break and I would not be present.</p> <p>1.2: This week I was able to have a day of self-care. Since my daughter was on fall break two days this week, I stayed home with her and spent quality time with her. I did not do any school work, which was refreshing.</p> <p>1.1, 1.3, 1.4, 2.1, 3.1: On Tuesday, I was able to participate in the first youth group at the City of Refuge. I was able to assist with pick up, which gave me a chance to introduce myself/ build rapport with</p> </div>

build rapport with some of the youth prior to the group starting. Since it was the first day, the youth enjoyed pizza while the staff discussed expectations, safety, and rules. The staff and youth introduced themselves to make everyone more comfortable. In class, we discuss the importance of

I completed my weekly journal entry prior to weekly supervision. (1 bonus hour maximum may be counted each week in total accrued field hours.)
 (Describe in 1-2 sentences what you did for self care and how it was beneficial for you.)
 This week I was able to have a day of self-care. Since my daughter was on fall break two days this week, I stayed home with her and spent
 Yes **No**

I completed my weekly journal entry prior to weekly supervision. (1 bonus hour maximum may be counted each week in total accrued field hours if journal entry is done prior to weekly supervision.)
 Yes **No**

Describe areas of growth, concern or questions to address during supervision (2-3 sentences).
 I have questions regarding competency 7, 8, and 9. I plan on scheduling a meeting with my

Hours accrued this week:

Task Supervisor (If Applicable) Comments (Hours, Progress, Concerns, etc.)

Field Instructor Comments
 Reviewed.

Field Instructor Approval of Weekly Hours
 I approve the accrued hours for this week.
 Yes **No**

Actioned by Bennett, Erin (485131) on 11/10/2020 10:36:54 AM

Week 3

Date	Competencies Addressed:	Practice Behaviors	Description of Learning Activities (2-3 sentences per competency)
(Start Sun. - Sat. 11:59 p.m.)	(A minimum of 4 required each week)	(Please list the <u>required 4</u> numbers to match the competencies selected) (i.e. 1.2=competency #1 and practice behavior #2)	In addition to the description, how are you are applying classroom theory/knowledge into field experiences to demonstrate competency.
10/1	<input checked="" type="checkbox"/> 1. Demonstrate Ethical and Professional Behavior <input checked="" type="checkbox"/> 2. Engage Diversity and Difference in Practice <input checked="" type="checkbox"/> 3. Advance Human Rights and Social, Economic and Environmental Justice <input type="checkbox"/> 4. Engage in Practice-Informed Research and Research-Informed Practice <input type="checkbox"/> 5. Engage in Policy Practice <input checked="" type="checkbox"/> 6. Engage with Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> 7. Assess Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> 8. Intervene with Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> 9. Evaluate Practice with Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> Did Not Accrue Practicum Hours	<ul style="list-style-type: none"> • 1.1 • 1.3 • 1.4 • 2.1 • 3.1 • 3.2 • 6.1 	1.1, 1.3, 1.4, 6.1: This week I assisted the director of the City of Refuge and completed tasks asked of me by evaluating possible roofing contractors for a grant in an ethical way. I evaluated the calculated numbers and scope of work each contractor was offering. After evaluation, I completed several documents to include in the grant and demonstrated professional written communication. I contacted and engaged with each contractor to ask for changes in their proposal documents and reminded them of the documents that were needed. I did this with effective and professional oral communication. This experience has broadened my outlook on...

OUTLOOK ON non-profit organizations and the endless work that goes into their function.

1.3, 1.4: This week I had a meeting with the field director/ field liaison in regards to my field education plan. I had several questions about my learning

I completed one hour of self care for the week referenced above. (1 hour maximum may be counted each week in total accrued hours.)

Comments/Outcome
(Describe in 1-2 sentences what you did for self care and how it was beneficial for you.)

Since school started in August I have not been to the gym (something that I was doing 3-5 times a week). This Monday, I started again. Not only did

Yes No

I completed my weekly journal entry prior to weekly supervision. (1 bonus hour maximum may be counted each week in total accrued field hours if journal entry is done prior to weekly supervision.)

Yes No

Describe areas of growth, concern or questions to address during supervision (2-3 sentences).

I am noticing growth in asking for clarification and assistance when needed.

Hours accrued this week:

1

Task Supervisor (If Applicable) Comments (Hours, Progress, Concerns, etc.)

Field Instructor Comments

Reviewed.

Field Instructor Approval of Weekly Hours

I approve the accrued hours for this week.

Yes No

Actioned by Bennett, Erin (485131) on 11/10/2020 12:23:39 PM

Week 4

Date	Competencies Addressed:	Practice Behaviors	Description of Learning Activities (2-3 sentences per competency)
(Start Sun. - Sat. 11:59 p.m.) 10/1:	<p>(A minimum of 4 required each week)</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> 1. Demonstrate Ethical and Professional Behavior <input checked="" type="checkbox"/> 2. Engage Diversity and Difference in Practice <input checked="" type="checkbox"/> 3. Advance Human Rights and Social, Economic and Environmental Justice <input checked="" type="checkbox"/> 4. Engage in Practice-Informed Research and Research-Informed Practice <input type="checkbox"/> 5. Engage in Policy Practice <input type="checkbox"/> 6. Engage with Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> 7. Assess Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> 8. Intervene with Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> 9. Evaluate Practice with Individuals, Families, Groups, Organizations and Communities <input type="checkbox"/> Did Not Accrue Practicum Hours 	<p>(Please list the <u>required</u> 4 numbers to match the competencies selected) (i.e. 1.2=competency #1 and practice behavior #2)</p> <ul style="list-style-type: none"> • 1.1 • 1.3 • 1.4 • 2.1 • 3.1 • 3.2 • 4.2 	<p>In addition to the description, how are you are applying classroom theory/knowledge into field experiences to demonstrate competency.</p> <p>1.1, 1.3, 1.4: On Monday, I completed tasks asked of me by working with the Director of the City of Refuge. We worked on organizing Grants and Case Management Client files. When organizing the files, I maintained ethical and professional behavior. All of the information is confidential and will be kept confidential. This is an important concept learned in class. It was a learning experience as the case management files held all of the client's information including the following: checking and saving bank information, social security information, housing, and payment information, medical information and etc.</p>

1.3, 1.4, 2.1, 3.1, 3.2, 4.2, For this week's youth group, we focused on wellness and how it has been affected due to COVID-19. This was an opportunity to open discussion for the youth. Many of the youth discussed their social, emotional, and financial issues that stemmed from the pandemic. This was an opportunity to show empathy for the youth and let them know they are not alone, as learned in class. After the discussion, the youth were allowed to have free time and make connections with one another by playing dodgeball, reading, playing soccer, etc. This task also allowed me to identify developmental stages in the youth. Because the group ranges from 6 grade to high school, each participant is in a different stage.

<p>Comments/Outcome (Describe in 1-2 sentences what you did for self care and how it was beneficial for you.)</p> <p>I completed one hour self care the week reference above. (1 hour maximum may be counted each week in total accrued field hours.)</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>	<p>This week for self-care, I went to the apple orchards with my family. Afterwards, we enjoyed dinner on</p>	<p>I completed my weekly journal entry prior to weekly supervision. (1 <u>bonus hour maximum</u> may be counted each week in total accrued field hours <i>if</i> journal entry is done prior to weekly supervision.)</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>	<p>Describe areas of growth, concern or questions to address during supervision (2-3 sentences).</p> <p>It has come to my attention that I need to outweigh consequences prior to ethical decision making. This is</p>
<p>Hours accrued this week:</p> <p>1</p>	<p>Task Supervisor (If Applicable) Comments (Hours, Progress, Concerns, etc.)</p>	<p>Field Instructor Comments</p> <p>Reviewed.</p>	<p>Field Instructor Approval of Weekly Hours</p> <p>I approve the accrued hours for this week.</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>

Actioned by Bennett, Erin (485131) on 11/10/2020 2:17:46 PM

Week 5 (If there are not 5 weeks in the month, leave this section blank, but you must always click Week 5 journal entry to finalize your monthly submission)

Date

(Start
Sun. -
Sat.
11:59
p.m.)

10/2

Competencies

Addressed:

**(A minimum of 4
required each week)**

- 1. Demonstrate Ethical and Professional Behavior**
- 2. Engage Diversity and Difference in Practice**
- 3. Advance Human Rights and Social, Economic and Environmental Justice**
- 4. Engage in Practice-Informed Research and Research-Informed Practice**
- 5. Engage in Policy Practice
- 6. Engage with Individuals, Families, Groups, Organizations and Communities**
- 7. Assess Individuals, Families, Groups, Organizations and Communities**
- 8. Intervene with Individuals, Families, Groups, Organizations and Communities
- 9. Evaluate Practice with Individuals, Families, Groups, Organizations and Communities
- Did Not Accrue Practicum Hours

Practice Behaviors

(Please list the required 4 numbers to match the competencies selected) (i.e. 1.2=competency #1 and practice behavior #2)

- 1.1
- 1.2
- 1.3
- 1.4
- 2.1
- 2.2
- 3.1
- 4.1
- 6.1
- 6.2
- 7.1

Description of Learning Activities (2-3 sentences per competency)

In addition to the description, how are you are applying classroom theory/knowledge into field experiences to demonstrate competency..

1.3, 1.4, 2.1: This week, I observed a meeting between my supervisors and the Director of Operation. The meeting focused on a logo for Uphill Coffee and Natural Goods. This is a program that will begin in the City of Refuge to advocate for wellness and health equity. I was unaware of how important a logo was, however, it will be something customers will remember. Once the program is implemented, youth from the City Lights youth group will be able to learn vocational skills by running the shop or drink cart at local schools/offices. Many other programs will be associated with Uphill Cofee.

1.1, 1.2, 1.3, 1.4, 2.1, 2.2, 3.1: This week, I was able to identify cultural differences between the Hispanic culture and the American culture. While speaking to a colleague, who is Hispanic, I asked her what she was dressing her son up for Halloween. I was not mindful that everyone does not celebrate Halloween due to cultural differences. She informed me that her family would not be dressing up as they do not celebrate. Later in the week, I was able to use this information and be mindful of cultural differences with the youth group. Instead of assuming the youth in the youth group celebrated Halloween, I asked them instead. I instantly felt that the youth were able to open up about their culture and ways in which they celebrate or not. I let the youth know I accepted their differences and treated them with respect. This really helped me connect

with them.
 1.1, 1.2,1.3,1.4, 2.1,
 3.1 4.1 6.2 The

<p>I completed one hour of self care for the week reference above. (1 hour maximum may be counted each week in total accrued field hours.)</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>	<p>Comments/Outcome (Describe in 1-2 sentences what you did for self care and how it was beneficial for you.)</p> <p>This week I took my daughter trick or treating. This was a great time to get fresh air and enjoy our time together</p>	<p>I completed my weekly journal entry prior to weekly supervision. (1 bonus hour maximum may be counted each week in total accrued field hours if journal entry is done prior to weekly supervision.)</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>	<p>Describe areas of growth, concern or questions to address during supervision (2-3 sentences).</p> <p>An area of growth for me would be to become able to identify different clinical practices as I observe my</p>
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<p>Hours accrued this week:</p> <p>1</p>	<p>Task Supervisor (If Applicable) Comments (Hours, Progress, Concerns, etc.)</p>	<p>Field Instructor Comments</p> <p>Reviewed.</p>	<p>Field Instructor Approval of Weekly Hours</p> <p>I approve the accrued hours for this week.</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>
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Actioned by Bennett, Erin (485131) on 11/11/2020 1:14:45 PM

Hours Accrued

<p>Total Monthly Hours Accrued</p>	<p>Total Cumulative Field Hours Approved to Date</p>
<p>73.00</p>	<p>103.80</p>

Task Supervisor Instructions: All you will need to do is leave your comments above and then click **SAVE DRAFT button next to "Field Instructor Submit" button down below.**

Field Instructor Monthly Journal Submission

Actioned by Allen, Kim on 11/25/2020 12:36:02 PM

Journal Grade (20 points possible)

Score below 16: reflects missing rubric requirements or missing journal components. See Feedback for details and Eclass for grades.

Field Director Comments

Hello Erin,

I see that you have access to some great learning experiences. One of the things that I'd like to you continue is sharing the skills and/or theoretical knowledge that you've learned and how it connects with your learning experience.

Points were deducted:

1. Each week, you should address four different competencies.
2. If you choose a practice behavior, be sure to be clear in how they connect. For instance, in Week 1, 1.3 does not share how this activity allowed you to reflect. I am having trouble making the connections.
3. Journals are to be submitted by students by the first Sunday of each month.

Note: Though there are some experiences that might touch on multiple practice behaviors, don't forget to make the clear connection. If you choose 5 PBs for a section discuss on all of them

Actioned by Bertresse, Lunelle on 12/13/2020 8:27:52 AM