



POSITION ANNOUNCEMENT
Field Education Director in Social Work

Mount Vernon Nazarene University exists to shape lives through educating the whole person and cultivating Christ-likeness for lifelong learning and service.

Mount Vernon Nazarene University (MVNU) is an intentionally Christian teaching university for traditional age students, graduate students, and working adults who seek opportunities to learn and grow in an academic community of faith. The University provides the context for a transformational experience through excellent academics, service opportunities, caring relationships, and a nurturing spiritual and social environment. Faculty, staff, and students are challenged to achieve their highest potential, to become increasingly Christ-like and to make a difference in their world through lifelong service.

The University seeks a full-time, 11-month, *Field Education Director in Social Work*, for its Social Work Department on the Mount Vernon main campus. The position reports to the Social Work Department Chair. A full complement of benefits are provided including a health care plan, retirement contributions and tuition assistance (self and dependents). The candidate will also receive generous holidays, and vacation and sick days earned on an accrual basis.

Responsibilities for this position include:

Manages Social Work field placement experiences and carries out the policies and procedures mandated by the Social Work Department.

- Representing the field program to agencies and other professional groups
- Creating and maintaining collaborative partnerships between social work/social service agencies and the Social Work Program
- Identifying and developing appropriate field placement opportunities
- Training, supervising, orienting, and evaluating field instructors
- Preparing field manuals for students and field instructors containing all field policies and procedures
- Working with faculty to develop, implement, and monitor field curriculum and policies
- Working with faculty to analyze and develop field education policies and procedures
- Collaborating with the field team to maintain accurate and comprehensive records of site visits
- Maintaining contacts with field students and agency personnel
- Ensuring appropriate field placements for social work observation and practicum students
- Summarizing field assessment data for departmental annual report and accreditation purposes
- Supervising field liaison and field specialist
- Educating and orienting field students about the expectations of their field placements
- Teaching field seminars taken in conjunction with field placement courses when indicated
- Supporting and assisting field instructors in planning for and evaluating field students
- Mediating conflicts or resolving issues between students and field instructors or between the University and field agencies
- Proposing changes, modifications, or new policies and procedures for field education
- Facilitating students' integration of social work knowledge, values and ethics, and skills in a field practice setting
- Submitting grades and attendance for observation
- Acting as the staff advisor to the Social Work Club
- Summarizing field assessment data for the annual school report

- Providing supervision and training to the field seminar instructors
- Supervising field prep courses
- Reviewing and revising seminar and field practicum curriculum as needed
- Creating and supervising directed studies for field experiences
- Other duties as assigned

Expectations for the successful candidate:

- Evangelical Christian statement of faith, experience and mission fit
- Master's Degree in Social Work from a CSWE-accredited program
- Social Work licensure (LSW or LISW)
- A minimum of two (2) years of post-master's social work degree practice experience, five (5) years of experience preferred
- Possess a current Ohio Driver's license and ability to operate University vehicles and equipment;
- Must pass background check and safe drivers check
- Excellent face-to-face and phone customer service to all associates, visitors, and students on Campus;
- Demonstrates effective and efficient use of University resources
- Exhibits excellent judgment in decision making within University guidelines
- Ability to lift 25 pounds

To be considered for this position, please email a resume to humanresources@mvnu.edu and complete the application, found at: <http://mvnu.edu/jobs> . Applicants submitting materials via email should attach either a Microsoft Word or .PDF File. Alternatively, materials can be faxed to (740-397-1005), or mailed to:

Mount Vernon Nazarene University
Human Resources
800 Martinsburg Road
Mount Vernon, OH 43050

Professional and personal references are required, consistent with the responsibilities associated with this position. A background check will be performed prior to appointment. Mount Vernon Nazarene University does not unlawfully discriminate on the basis of race, color, sex, national origin, age, disability, or military service in administering its employment policies and practices. As a religious educational institution under the auspices of the Church of the Nazarene, the University is permitted by law to consider religious beliefs/practices in making employment decisions and does so to achieve its mission. The University requires as a condition of employment that all employees subscribe to standards of the Church of the Nazarene and conduct their lives in accordance therewith.