

**ALLEGANY COLLEGE OF MARYLAND
HUMAN SERVICE CURRICULUM**

AREAS OF FOCUS FOR SPRING

Faculty Liaison

Student(s):

Supervisor

SECOND YEAR STUDENTS

The following areas of study and practice will be covered in the Spring Clinical classes taught by Cherie Snyder and Annette Clark. We ask that where possible supervisors include experiences for the student that will emphasize or expand on these components. (We do realize however that not all fieldwork sites will offer opportunities in all areas.) If you have any questions, do not hesitate to call Annette Clark, Human Service Clinical Coordinator, at 301-784-5558 or share them with the faculty liaison to your students.

1. Needs Assessment
2. Program Planning and Evaluation
3. Professional Ethics
4. Job Search Skills
5. Work Readiness (time management, etc.)
6. Beginning Level Supervisory/Leadership Skills
7. Team-building
8. Networking and knowledge of Community Resources and Service Systems
9. Health Psychology, Mind/Body Healing and Wellness
10. Documentation skills
11. Group Facilitation

We also welcome any opportunities you can give students for leading or co facilitating groups and also any training in HIPPA guidelines.

The course syllabus for the required clinical course is included in your Supervisor's Packet. They explain in more detail about the assignments, weekly class topics, and the textbooks that are used.

Each student is required to design and develop a project related to an individual client, a group of clients, or a new service. As preparation for entering the work force, we want the student to take as much responsibility for the project as possible, although always working within the framework of a team approach. This project should not, in most situations, be the only assignment at the agency since we want the student to have a variety of experiences. We also expect the student to do much of the research and paperwork for the project on his/her own time in order to maximize the time spent with clients and staff at the site. Guidelines for the project are also included in this packet.

The curriculum will continue to emphasize the importance of written and oral communication skills, political and legislative advocacy, professionalism, and a holistic approach to working with clients.

Areas of Focus/wd/cs
Sups Packet