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On behalf of the Counselor Education Department, we want to thank you for hosting one of our Student

- x Group I: Theory and Practice of Group Interaction (can be taken concurrently with first 150hrs)
- x Group Experience
- x Introduction to Career Counseling
- x
- x
- x
- x Student Affairs Administration
- x
- x Elective (3 credits)
- x Fieldwork (6 credits)
 - x The Student Affairs Program requires a total of a 300 hour internship split between 2 semesters, completing 150 hours during each semester.
- x Culminating/Capstone experience

Supervision is one of the most essential aspects of the fieldwork experience. Through supervision, the student intern can obtain information concerning their performance, case conceptualization, use of appropriate interventions, and understanding how self-awareness plays a crucial role in their interactions.

Bernard and Goodyear (1998) offer this definition that has come to be accepted within the counseling profession:

Supervision is an intervention that is provided by a senior member of a profession to a junior member or members of that same profession. This relationship is evaluative, extends over time, and has the simultaneous purposes of enhancing the professional functioning of the junior member(s), monitoring the quality of professional services offered to the clients she, he, or they see(s), and serving as a gatekeeper of those who are

Another definition by Powell, D. & Brodsky A. (2004) states that:

The on-site supervisor and the BSU instructor/supervisor will both be responsible for assessing

supervisors will be contacted via emails, conference calls, and/or site visits to stay updated on experience. If at any point, you as the on-site supervisor have concerns about the performance of the student intern, you are encouraged to contact the BSU Instructor/Supervisor.

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- x Expectations include but are not limited to: (Reference the Competency forms in Appendix C)
 - x Obtain malpractice insurance.
 - x Complete Mandated 51A Reporting training.
 - x Complete Chapter 260 training.
 - x Assume the range of responsibilities and roles engaged in by counselors in the role for which they are training (e.g., Student Affairs Professional).
 - x Perform assigned duties in a manner which recognizes, respects, and appropriately responds to student diversity and maintains the highest professional standards/professionalism and knowledge of professional ethics.
 - x Actively utilize and participate in the supervisory and seminar experience, and to bring any serious issues to the immediate attention of their on-site supervisor and BSU instructor/supervisor.
 - x Timely completion and submission of all required paperwork each semester to BSU seminar instructor.
 - x Students are required to complete a Site and Site Supervisor evaluation at the end of the semester.

If at any point an issue may arise, it is expected that a conversation between the site supervisor and BSU instructor occur immediately. If further conversations with other parties (i.e., student, clinic director, director of fieldwork) are necessary, additional conversations will then take place to either remedy the issue or develop a consistently communicated plan that allows the student to ethically terminate with students, wrap up their experience, and arrange for an alternate placement to complete their fieldwork hours. The Site Supervisor and the student intern may not

Site supervisors who are actively supervising a graduate student intern are eligible to receive a course voucher, valid for free tuition towards a BSU course. Please refer to Appendix E for more information.

Department of Counselor Education
Student Affairs
Internship Fieldwork Agreement

Only one site may be reflected on this form. Complete only the necessary number of semesters per plan of study. If you are completing more than one semester, use one box per semester.

	Semester	Semester
Course		
Credits		
Fieldwork Hours		

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Supervisor information

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Important Notifications:

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All signatures must be on file with the Department of Counselor Education.

Bridgewater State University
Competency Based Activities/Outcomes

	<p>programming that is student-centered and helps meet the developmental needs of students on campus.</p>	<p>programming. Design programs and services to promote student learning and development based on current research. Design culturally relevant and inclusive programs, services, policies and practices.</p>
<p>d. Brief/Risk/Crisis Assessments (as need arises)</p>	<p>Demonstrate an initial understanding of the brief/risk/crisis assessment process. Identify patterns of behavior that signal mental health concerns. Be aware of accurate and helpful mental health information for students, faculty and staff.</p>	<p>Conduct brief/risk/crisis assessments as the need arises; demonstrate an understanding of the broad nature of risk/crisis/assessment as it relates to campus population.</p>

	privilege, and power. Students will demonstrate a sense of their own agency and social responsibility that includes others, their community, and the larger global context.	past and current harms on campus communities.
a. Supervision Utilization	Able to effectively utilize supervision	

Be able to explain necessity to follow institutional and divisional procedures and policies with regard to upholding ethical assessment, evaluation and other research activities. Be able to prioritize program and learning outcomes with organization goals and values. Use culturally appropriate terminology and methods to construct/conduct

b. Assessment/Program
Evaluation
(when appropriate)

Able to appropriately assess
the (in) effectiveness of a
student affairs program,
service, or intervention, on
both an individual and
department/campus wide
level.

	relationships with students, parents, alumni, faculty, staff, and administrators	
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Utilize digital tools,
resources, and technologies
for the advancement of

Indicate the level of competence
you, as the student intern,
demonstrates in the following
areas:

Indicate the level of competence you, as the student intern, demonstrates in the following areas:

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Indicate the level of
competence the student
intern demonstrates in the
following areas:

Indicate the level of competence the student intern demonstrates in the following areas:

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Indicate the level of competence the student intern demonstrates in the following areas:

Indicate the level of competence the student intern demonstrates in the following areas:

Indicate the level of competence the student intern demonstrates in the following areas:

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On-Site Supervisor Signature
BSU Instructor Signature:

Site supervisors who supervise a graduate student intern in the Department of Counselor Education are now eligible to receive a course voucher, valid for free tuition towards a BSU course. If a site supervisor for the Department of Counselor Education would like a course voucher they would need to submit a written request on their agency/school letterhead, with the site address, to the Director of Fieldwork in the Counselor Education Department by the Quarter mark in each semester. Quarter marks for fall are when the first quarter ends and the second quarter begins, for spring it is when the third quarter ends and the fourth quarter begins and for summer it is when summer session I ends and summer session II begins. The Director of Fieldwork will notify supervisors of the Quarter mark date at the beginning of the semester to allow time to submit a request. A half fee waiver will be issued for any 3 credit placement a BSU student FRPSOHHWV XQGHU D VLWH VXSHUYLVRU for 6 credits or more with RQ \$ IXOC DQ\ RQH VHPHVWHU WKH VWXGHQW FRPSOHHWV XQGHU D VLWH V waivers based on credit hours:

Fieldwork Experience (Credits/Hours)	Type of Course Voucher