

## **Child Welfare Partnership/Child Welfare Education Program Tuition & Education Support Application for 2022-23 Academic Year**

Thank you for your interest in the Child Welfare Education Program (CWEP). The mission of the program is to improve outcomes for children and families by strengthening Oregon's public and Tribal Child Welfare workforce. The program offers tuition assistance and an enriched educational curriculum to Child Welfare employees and Child Welfare recruits committed to social work careers within Child Welfare.

Awards are contingent upon:

- Admittance into Portland State University
- AND admittance into Portland State University's School of Social Work BSW or MSW programs.

Post-graduation Repayment Agreement:

- Upon graduation, award recipients must maintain employment with Oregon Department of Human Services (ODHS), Child Welfare Programs or Tribal Child Welfare with one of the 9 federally recognized tribes in Oregon, in repayment of the tuition assistance for the number of years that the student received tuition support (ie: 2 years of support is equal to 2 years of full-time employment).

\*\*\*\* Award recipients who are not already employed by Oregon ODHS Child Welfare or Tribal Child Welfare (recruits) must:

- Interview for ALL qualifying positions as a SSS1 or higher up to 70 miles one-way from their home address.
- Accept an offer of employment in a qualified position up to 70 miles one way from their home address within 6 months of graduating. Employment is not guaranteed and recipients must be hired on their own merits.

**Please complete and return the following application materials:** (Please read through all requirements before starting the process.)

- A. Application for Tuition & Educational Support form. (All required information has an asterisk (\*) next to it.)
- B. Personal Statement Questions of no more than 1500 words for all questions combined (an average of 250-350 words per question), regarding your reasons for applying to CWEP. Please number each response in alignment with the questions below and clearly and concisely answer each question prompt. (Please do not use the “personal statement” submitted with your School of Social Work application.)
  - 1. How do your professional goals and career aspirations align with a commitment to a career in the public or Tribal Child Welfare agency?
  - 2. What aspects about your own identity have you found important to be attentive to, as you work with those different from yourself (race/ethnicity, gender, disability, or sexuality etc.) particularly any experience with children and families involved with or at risk of involvement with Child Welfare?
  - 3. The mission of CWEP is to improve outcomes for children and families through the education of the public and Tribal Child Welfare workforce. Please describe what you hope to learn through the BSW or MSW program that will enhance your skills working in Child Welfare.

Please use the following scenario to answer questions 4 and 5.

**\*Scenario** – Maria and Carlos are ages 4 and 6 and live with their parents. Their maternal grandmother called the child abuse hotline telling them that she suspected her son-in-law of inappropriate sexual contact with her grandchildren when her daughter (the mother) was at work during the evening hours. When interviewed, the children kept changing their story. The father vehemently denies any abuse ever happened. Because the grandmother has never approved of their marriage, the children’s mother believes the father.

- 4. As the assigned child welfare caseworker for the scenario above, what questions might you ask and what are the dynamics in this family that you need to consider when you are speaking with a) the grandmother, b) the mother, c) the father, and d) the children?

5. What assumptions, biases and aspects of your identity and experience would you need to reflect on in working with this family?

- C. **One copy of your resume.** (For each job or volunteer opportunity please include: 1) Job Title, Agency, and Location, 2) The month / year for BOTH start and end dates, 3) The job duties you performed and skill set you utilized, and 4) Please name the diverse populations you worked with, if any.
- D. **Signed “Release of Information Consent** “to allow members of the PSU ODHS Selection Committee to review your application for admittance to the School of Social Work and your application to the Child Welfare Education Program.
- E. **Three completed Letters of Reference**. If you are currently a student in the School of Social Work, it is preferred that one letter of reference be from an instructor in the school. Please note current ODHS employees must have their supervisor provide a letter of reference. Your references are to scan and email their letters of reference to Laurie Leasure. Please see "Letter of Reference" section for e-mail guidelines. (You may use the references you use for the School of Social Work application. Please see reference form instructions to ensure your reference addresses your interest and fit in Child Welfare.)
- F. **For current ODHS Child Welfare staff only (\*Please note while Tribal Child Welfare employees are highly encouraged to apply, the requirements below apply only to ODHS employees and no additional materials are needed for Tribal Employees.)**
- G. **Signed ODHS/Management Team Approval.** ODHS Child Welfare employees must be employed by Oregon Child Welfare at least two consecutive years by the CWEP Application due date, February 15, 2022.

**For Recruits only (not an employee of Child Welfare), complete the following tasks:**

- H. **Complete the Child Welfare Education Self-Assessment** (you do not need to attach this with your application).

**Please note:** All materials listed above in A-E (and F for ODHS CW employees) must be submitted together as a packet. Reference forms and letters are to be emailed directly to the Program Assistant. (Please see the “Letter of Reference” form for directions.) The applicant needs to include their list of reference names with their application.)

- I. View the realistic job preview videos: “Child Protective Services; Permanency, Screening; and Certification” (links are provided inside the Child Welfare Education Self-Assessment above).

Please email all CWEP materials to the Program Assistant, Laurie Leasure

([lleaseure@pdx.edu](mailto:lleaseure@pdx.edu)). (***Please type in the subject line: 2022-23 CWEP Application – Applicant Name***). *Applications are due by February 15, 2022. If you have not received an “application confirmation of receipt” email from the Program Assistant by March 15, please email her at [lleaseure@pdx.edu](mailto:lleaseure@pdx.edu).* Please check here that you have reviewed this and understand it is your responsibility to contact the Program Assistant about the receipt of your application.

Applicants may also contact the Program Assistant for questions about the application. She may also be reached at 503.725.8284 or [lleaseure@pdx.edu](mailto:lleaseure@pdx.edu).

Portland State University and the Oregon Department of Human Services are affirmative action/equal opportunity institutions. Please notify us if you require accommodation.

**Application for Tuition & Educational Support**  
**Child Welfare Partnership/Child Welfare Education Program**

\*Last Name: \_\_\_\_\_ \*First Name: \_\_\_\_\_ \*Middle: \_\_\_\_\_

\*Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

\*Primary Phone: \_\_\_\_\_ \*Second Phone: \_\_\_\_\_

\*Email \_\_\_\_\_ \*Date of Birth: \_\_\_\_\_

\*PSU Identification Number (if applicable): \_\_\_\_\_

\*Have you applied for the Child Welfare Education Program before?  No  Yes

If yes, what year? \_\_\_\_\_

\* Will you be applying for the MSW Culturally Responsive Leader's (CRL) Program?  Yes  No

**\*Program:** (please select one program)

I am applying for the BSW Child Welfare Education Program for funding beginning fall term of my senior year. I am a BSW

Campus Option  Online Option

I am applying for the MSW Child Welfare Education Program. I have applied for, or I am enrolled in the following program. SSW Campus (Portland):

Two-Year  Three-Year  Advanced Standing

MSW Online Option

MSW Distance Option Site: \_\_\_\_\_

\*Which year of the MSW program will you be applying for?

First  Second  Third year of the MSW program.

**Work:**

\*Current Employer: \_\_\_\_\_

\*Business Address: \_\_\_\_\_

\*Business Phone: \_\_\_\_\_ \*Business Fax: \_\_\_\_\_

\*Position/ Job Title: \_\_\_\_\_ Check one:  Full-time  Part-time  Other: \_\_\_\_\_

\*Supervisor: \_\_\_\_\_ \*Supervisor Phone#: \_\_\_\_\_

\*Supervisor Email: \_\_\_\_\_ \*Program Manager: \_\_\_\_\_

\*Have you worked in child welfare in another state?  No  Yes \*If yes, which state: \_\_\_\_\_

\*Are you currently an ODHS/Tribal CW employee?  No  Yes \*Date employed in CW  
(month/year): \_\_\_\_\_

\*Are you currently an ODHS Self-Sufficiency employee?  No  Yes \*Date employed  
(month/year): \_\_\_\_\_

\*Office/Branch/Tribe Name if CW or ODHS employee: \_\_\_\_\_

\*Do you have a valid driver's license?  No  Yes

\*Are you legally authorized to work in the United States? Yes No

**\*Criminal Record:**

Students have to be eligible for Child Welfare internship and employment. Child Welfare involvement and previous criminal history will be reviewed before being accepted into a Child Welfare field placement. Students convicted of certain criminal offenses or child welfare involvement may not be eligible for employment with ODHS and/or some field placement organizations. To assist us in processing your application, please complete the questions below: Have you ever been convicted of any crime in any jurisdiction?  No  Yes - \*If yes, please supply the following information:

Offense: \_\_\_\_\_

State: \_\_\_\_\_

Date: \_\_\_\_\_

Outcome: \_\_\_\_\_



**Management Team**

We are aware that participation in the PSU CWEP requires the applicant to complete the following:

- Field Placement – Sixteen (16) hours per week for eighteen (18) months (MSW)
- Internship – varies per program (BSW and MSW)
- 8 to 12 hours of class per week
- Assigned supervisors and management team acknowledge their responsibility to be informed of the student’s responsibilities, if accepted into the program.
- Upon the acceptance of the employee into the CWEP, the management team understands that it is its responsibility to work directly with the employee to support her/his efforts in school and in the BSW/MSW practicum requirements as outlined in the student agreement (contact [Laurie Leasure](#) for a copy).

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Program Manager	Printed Name	Program Manager's Signature	Date
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District Manager-Printed Name	District Manager's Signature	Date
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Branch/Office	Phone Number
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## Child Welfare Partnership/Child Welfare Education Program Letter of Reference Cover Sheet

Name of reference (please print): \_\_\_\_\_ Job Title: \_\_\_\_\_

Preferred address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of applicant: \_\_\_\_\_

### ***To be completed by the reference***

The above applicant is applying for tuition and educational support to complete either a Bachelor or Master of Social Work degree at Portland State University, in partnership with the Oregon Department of Human Services and the Child Welfare Partnership's Educational Program. Your assessment of the applicant will assist the selection committee in determining the applicant's fit for participation in the educational stipend program. Please answer the following questions about the applicant truthfully to the best of your ability. If you have concerns about the applicant, please note them.

Please answer the questions in the cover sheet AND attach a letter of recommendation. You may attach the same letter to both the School of Social Work and CWEP Application. However, in the letter, please make sure you explicitly discuss the applicant's interest and fit in a Child Welfare career.

Please address the following questions on this form. Thank you.

1. How long have you known the applicant and in what capacity?



Please select one recommendation (below) of the applicant, and explain why you selected that recommendation in the comments section. If you need additional space, please include a separate piece of paper.

Highly recommend	Comments:
Recommend	Comments:
Recommend with reservations	Comments:
Do not recommend	Comments:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

***Please email the completed cover sheet and letter of reference to the Program Assistant, [Laurie Leasure](mailto:lleaseure@pdx.edu) ([lleaseure@pdx.edu](mailto:lleaseure@pdx.edu)). Please type in the subject line: 2022-23 Reference Letter - Applicant First and Last Name and attach both documents in one email. If you need another way to submit the documents please contact the Program Assistant at [lleaseure@pdx.edu](mailto:lleaseure@pdx.edu) or 503.725.8284. Thank you.***

## Release of Information Consent

I agree to allow members of the Portland State University, School of Social Work and the Oregon Department of Human Services Tuition and Educational Support Selection Committee to have access to my student/application file at the School of Social Work. I understand these materials may be reviewed by the committee to assist them in evaluating my application for educational assistance through the Child Welfare Education Program.

\*Name (please print): \_\_\_\_\_

\*Signature: \_\_\_\_\_

\*Date: \_\_\_\_\_

Please return with your application packet. If you have any questions or concerns regarding this release, please contact [Laurie Leasure](#), Child Welfare Education Program Assistant at [lleaseure@pdx.edu](mailto:lleaseure@pdx.edu) or 503-725-8284.