Task Supervision Model of Field Instruction
Coordination Between MSW Field Instructor and Agency Task Supervisor

This model provides a framework to support healthy functioning and clear boundaries among student, social work field instructor and task supervisor. This model is used in situations where a student’s social work field instructor is not available to the student on a daily basis (i.e. may work in another program or agency) to support their learning and training needs.

**Supervision Structure:**
- Field Instructor meets weekly with each student for a minimum of 1 hour/week.
- Field Instructor invites the Task Supervisor to join at least a minimum of 2 supervision sessions/quarter.
- Field Instructor learns about the agency and program in which the student is placed, i.e. (1) an orientation appointment or visit with the student and Task Supervisor at the agency; or (2) participation in a meeting with the student, task supervisor, and Faculty Advisor/Liaison to facilitate sharing of information about the agency and the practicum (regardless of whether Field Instructor is affiliated with agency or not).
- Task Supervisor will orient the student and Field Instructor to the agency and program.
- Field Instructor, student and Task Supervisor collaboratively develop the Field Education Plan during first 5 weeks of the Field Placement.
- Task Supervisor will review syllabi/course materials with Field Instructor and student to determine the need for activities that respond to assignments.
- Task Supervisor will be available for regular check in with student and maintain an open door policy for questions.

**Problem Solving Structure:**
- In the event that either the Field Instructor, Task Supervisor or Student has concerns, including ethical dilemmas, communication challenges, scheduling difficulties, etc, it is that individual’s responsibility to request a joint meeting with all parties. If this meeting does not successfully resolve the issue or concern to the satisfaction of all parties then the Faculty Advisor/Liaison should be consulted.

**Evaluation Structure:**
- At a joint supervision session toward the end of the term, the Task Instructor will provide input regarding the student’s performance for discussion. Following this discussion, the Field Instructor will provide their login information to the Task Supervisor or login during the session so that the Task Supervisor can provide written narrative comments in the last section of the Student’s Field Evaluation.
- Field Instructor and Faculty Advisor/Liaison invite Task Supervisor to participate in quarterly evaluation site visits with Faculty Advisor/Liaison.