

SAN JOSÉ STATE UNIVERSITY

Department Summary

The School of Social Work is looking for a qualified, enthusiastic, and dedicated colleague to serve as the **Assistant Field Education Director / BASW Field Coordinator**. This is an opportunity to join a dynamic, mutually supportive faculty and an academic program that has earned a reputation for excellence over its 50+ year history within the California State University system. The School of Social Work offers MSW (on-campus and hybrid/online) and BASW degrees, and additional training and certificate programs such as those in Title IV-E Child Welfare, Integrated Behavioral Health, Mental Health, and the Pupil Personnel Services Credential (PPSC). Both our MSW and BASW programs are fully accredited by the Council on Social Work Education (CSWE). The School of Social Work at San José State University recently reached its 50th Anniversary and is currently the largest social work program by enrollment in the San Francisco Bay Area. Our Transcultural Perspective is at the heart of our mission, and we are committed to social justice and to addressing the changing needs of diverse communities through education, research, and service. Please visit our School of Social Work website (www.sjsu.edu/socialwork) and the SJSU catalog (<https://catalog.sjsu.edu/>) for more details about our programs and curriculum.

This Assistant Field Education Director/BASW Field Coordinator (AFED) position is equivalent to a 0.6 FTEF year-round position (60% of a full-time position). Additional employment through teaching and/or other administrative work might be available for those seeking full-time employment. This position is in-person and will be located at the School of Social Work.

Brief Description of Duties

- Supervised by the Field Education Director (FED), the Assistant Field Education Director (AFED) is responsible for assisting the FED in leading and managing the field education programming for BASW, On-Campus MSW, and Online/Hybrid MSW programs.
- The AFED position is equivalent to a temporary faculty lecturer position with equivalent part-time employment of up to 60% time, 12-month appointment per year. It is supported via state-supported/General Sessions funding.
- The candidate must demonstrate awareness and experience understanding the needs of a student population of great diversity – in age, abilities, cultural background, ethnicity, religion, economic background, primary language, sexual orientation, gender identity, and academic preparation – through inclusive course materials, teaching strategies and advisement.

The School of Social Work runs through General and Special Sessions, and has grown in complexity. The field education component is especially complicated given that it includes undergraduate and graduate students, and on-campus as well as distance education programs. As such, the amount of administrative leadership and support needed has increased including the meeting of accreditation standards.

Required Qualifications

- Has an MSW from a CSWE-accredited program; additional certification, i.e., LCSW, PPSC, etc. preferred;
- Ph.D. in Social Work or Social Welfare is preferred;
- 2 years of post-MSW social work experience; prior supervisory and/or teaching experience including experience in educational or academic settings preferred;
- Teaching and supervisory experience in the area of social work, including experience with online pedagogy, is preferred.

- Experience in field internship placement, field education curriculum and seminars, experience in student supervision and advising, experience in developing and overseeing the implementation of various programs associated with the School.
- Professional, responsible, and dependable;
- Good communication and people skills;
- Advanced computer and software knowledge and skills (i.e., MS Office Suite, Google Suite);
- Skills with and/or ability to learn computer systems and software, and multimedia skills (i.e., PeopleSoft, Canvas, Tevera, Qualtrics, Financial Transaction Services, Google Applications)
- Ability to work in teams and independently;
- Ability to prioritize and manage volume of work;
- Ability to interact and collaborate effectively and professionally with university, community, and agency personnel;
- Other duties as assigned such as Field Fairs, navigating through placement difficulties, and support agencies partners with University related questions or concerns.
- Applicants should demonstrate an awareness of and sensitivity to the educational goals of a multicultural population as might have been gained in cross-cultural study, training, teaching and other comparable experience.

Salary Range - Commensurate with experience within ranks established by the [CSU Salary Schedule](#).

Application Procedure

To apply for this position please email a cover letter describing your interest and a resume to Dr. Peter Allen Lee at peter.a.lee@sjsu.edu with “Assistant Field Education Director” in the subject line.

Please submit these materials indicating your interest by December 9, 2022; applications will be reviewed until position is filled. However, to receive full consideration, applications should be received by the due date. Applications received after the first screening date will be considered at the discretion of the university.

Conditional Offer

Employment is contingent upon proof of eligibility to work in the United States. Proof of immunization against COVID-19 or proof of a medical or religious exemption and compliance with testing protocols is required for employment. Satisfactory completion of a background check (including a criminal records check) is required for employment. CSU will make a conditional offer of employment, which may be rescinded if the background check reveals disqualifying information, and/or it is discovered that the candidate knowingly withheld or falsified information. Failure to satisfactorily complete the background check may affect the continued employment of a current CSU employee who was conditionally offered the position.

Appointment is contingent upon budget and enrollment considerations and subject to order of assignment provisions in the collective bargaining agreement between California State University and California Faculty Association. These provisions state the “Order of Work,” or the order in which available courses must be assigned to faculty, starting with tenure line faculty and ending with new lecturer appointees.

San José State University: Silicon Valley's Public University

Located in the heart of Silicon Valley — one of the most innovative regions in the world — [San José State University](#) is the founding campus of the 23-campus California State University (CSU) system and the first public university in the West. The 2020 #1 Most Transformative University in the nation according to Money Magazine, San José State is an essential partner in the economic, cultural, and social development

of Silicon Valley, the Bay Area, and California. SJSU is a top-200 school nationally in research funding and second highest in research productivity in the CSU system. This cutting-edge research, combined with its world-class scholarship, student-centered learning opportunities, and experiential and interdisciplinary programs, allows SJSU to provide transformative opportunities that advance the public good locally and globally.

San José State enrolls more than 36,000 students — many are historically underserved, and around 45% are first-generation and 38% are Pell-recipients. SJSU is a Hispanic Serving Institution (HSI) and Asian American and Native American Pacific Islander (AANAPISI) Serving Institution. The university's commitment to social justice extends from its vibrant, inclusive campus to an international network of over 275,000 alumni. As such, San José State is committed to increasing the diversity of its faculty so our disciplines, students, and community can benefit from different and divergent cultural and identity perspectives.

Equal Employment Statement

San José State University is an Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, color, religion, national origin, age, gender, gender identity/expression, sexual orientation, genetic information, medical condition, marital status, veteran status, or disability. This policy applies to all San José State University students, faculty, and staff as well as University programs and activities. Reasonable accommodations are made for applicants with disabilities who self-disclose. Note that all San José State University employees are considered mandated reporters under the California Child Abuse and Neglect Reporting Act and are required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.