4850 Sample Tasks

2.1.5
PB 1
* I will attend the MASW Advocacy Day as part of the SW 3210 course.
* I will attend a MASW, Missouri Budget Project, or other advocacy agency meeting to understand how agencies advance social and economic justice.
* I will conduct research on a piece of legislation that will impact the clients my agency serves.
* I will help with a fundraising event to raise awareness for the organization and its mission in promoting social and economic justice for individuals with developmental disabilities.
* I will attend a meeting or relevant educational seminar promoting social justice during the semester.
* I will assist agency in their upcoming fundraising efforts by helping to organize, plan, and carry out the event in order to raise money to help meet the needs of the agency so they can better serve their clients and the community.

2.1.6
PB 1
* I will research literature on the immigrant and refugee population.
* I will use this information to better understand clients and help them work through their problems.
* I will research PTSD and refugees and give presentation at a staff meeting.
* I will interview other staff members to learn how research is used to influence and guide practices at the agency.
* I will integrate and apply evidence based knowledge from social work classes to case situations at my agency.

2.1.8
PB 1
* I will familiarize myself with the Affordable Care law to understand how the agency’s clients will be impacted.
* I will listen to clients’ concerns about the organization’s policies and advocate for change when necessary.
* I will have working knowledge of the Affordable Care Act and its current changes to promote access to health/mental healthcare.
* I will research the NAMI website and shares knowledge with staff on proposed social policy legislation at the state and federal levels.
* I will encourage colleagues and other workers at the agency to write letters to a government official regarding a policy or issue that affects the families that they serve.

PB 2
* I will discuss with my field instructor how the potential expansion to Medicaid will affect the organization and the level of care that residents receive.
* I will select a current law or a piece of pending legislation and prepare a summary that includes the implications of this policy for clients and the agency.
* I will read about and discuss with my field instructor an understanding of mandated reporting laws.
* I will interview a social worker at the agency about a social policy that most directly affects his/her clients and obtain his/her recommendation for improving the social policy.
2.1.9
PB 1
* I will explain to clients over the phone about the services offered at the agency.
* I will participate in an agency task group or committee discussing changes in service delivery and/or practice.
* I will attend meetings of the agency’s board of directors or advisory board and consider how the topics relate to improving the agency’s service delivery and practice.

2.1.10
PB 1 (a)
* I will use research and previous knowledge learned from courses to adapt to situations and prepare for them effectively
* Prior to meeting with a family, I will review their file and read necessary case notes so that I am up to date on their case.
* I will shadow a social worker during intakes, assessments, and goal setting as a way to learn how to interact with clients.
* I will attend agency trainings prior to beginning work with clients.
* I will role play with my field instructor my first interaction with a client.

PB 2 (a)
* I will actively listen to clients to improve rapport on a daily basis.
* I will use empathic statements to validate clients’ perspective.
* I will use empathy and active listening skills when answering the crisis line and interacting with clients.
* I will attempt to develop rapport with all callers by asking for their name and treating them with respect and showing concern for their situation.
* I will utilize appropriate attending skills, such as listening skills, questioning, client observation, to interview clients.

PB 3 (b)
* I will conduct assessments and intakes.
* Observe an experienced social worker using the assessment tools and complete a practice assessment of your own.

PB 4 (b)
* As part of the assessment process, I will note clients’ limitations and take them into account when developing strategies to help them move forward with their lives.
* I will utilize a systems theories model to complete client assessments.
* I will utilize the P-I-E approach to complete client assessments.

PB 5 (b)
* I will work with clients to identity what goals and objectives they feel most necessary and able to obtain.
* I will follow-up with these goals and objectives, helping the client accomplish all that he/she can.
* I will work collaboratively with clients to develop goals and objectives.

PB 6 (b)
* I will utilize evidence based practice knowledge to select appropriate intervention strategies.
Interventions may include: referrals to other agencies, safety planning, collateral calls/advocacy to family, primary healthcare providers or another agency.
* I will sit in on individual therapeutic sessions for children impacted by parental incarceration.
* I will acknowledge and utilize the strengths and abilities of clients in selecting appropriate interventions.
* I will attend a training on crisis and suicide intervention offered by my agency.

PB 7 (c)
* I will work with the organization to maintain their mission by writing a grant to generate money for services with children in foster care.
* I will help clients achieve their goals and reach their potential.
* I will assist in fundraising efforts to help the agency meet some of its financial goals.

PB 8 (c)
* I will work with callers to develop mutually agreed upon action plans that promote resolution to the presenting problems.
* I will co-facilitate a parent support group.

PB 9 (c)
* I will call area agencies to advocate for the best interest of the client.
* I will visit area agencies to learn more about possible referrals for clients.

PB 10 (c)
* I will assist with the discharge of the families from the program.

PB 11 (d)
* I will talk with my supervisor about interventions currently being used, making sure they are the best possible choices and how they might be improved in the future.
* I will ask other social workers at my agency to describe how they and the agency determine whether they are being effective in their work with clients.