

## Fact Sheet

for

## HUMAN SERVICES

### Student Placements

#### Agency Requirements

- Students are required to be supervised by a worker with a suitable degree which could include (Human Services, Behavioural Studies, Social Work, Psychology, Social Sciences, Counseling and/or other Social and Behavioural Sciences-type degrees considered to be relevant)
- Supervisors are required to have a minimum of 2 years post-qualifying working experience

#### Placement Hours

- First Placement 165 hours (10 weeks, 3 days per week)
- Second Placement 235 hours (12 weeks, 3 days per week)

#### Supervision

- Students are expected to receive approximately 1 hour of formal supervision per week, in addition to the informal supervision, support and debriefing on a daily basis that generally occurs for students on placement
- A UQ liaison tutor will undertake a minimum 3 formal liaison contacts (2 x visits and a phone call) to the organisation to meet with the student and their supervisor to support the placement process and address any concerns and/or issues if they arise

#### Student Activities on Placement

The placement course is titled Working in the Field and as stated in the Human Services Field Placement Manual located on the Field Education Website ([The UQ School of Nursing, Midwifery & Social Work Field Education Website](#)). Examples of activities suitable for students on placement include:

- Observing, assisting and facilitating group meetings
- Supervised interviews with clients and service users

- Maintenance of records and reports, including reviewing files and preparing summary reports
- Visits to other agencies and services
- Assisting and facilitating community consultations, advocacy, training or educational activities and programs
- Gathering and analysing data for research, social histories or service/program evaluations
- Observing, planning and/or conducting non-therapy groups (e.g., teaching social skills or budgeting, activity groups or information classes for young people)
- Meeting individually with clients to provide support and assistance, such as social skills training
- Administration and scoring of assessments, questionnaires, surveys
- Writing social histories and other reports
- Working on special projects (e.g. program evaluation, preparation and organisation of an event, development of a new program or service)
- Administrative duties such as preparing information kits for clients, resource kits for staff
- Previewing new educational material and videos for potential use with clients
- Attending conferences, seminars and training sessions
- Assisting with writing a funding submission or fund raising activities

**Note**

- Students can only conduct research or data gathering when they have developed an appropriate ethics protocol and have approval from the relevant ethics committee/authority as set out in the host organisation's policy manual

**Further Information**

- [The UQ School of Nursing, Midwifery & Social Work Website](#)
- [The UQ School of Nursing, Midwifery & Social Work Field Education Website](#)

**Contact the Field Education Unit**

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