

MSW Portfolio Review Invitation

Dear Field Instructor:

You are valued as member of the social work faculty more than you know. Without you, the most important element of our students' instruction would be impossible. Field instruction is in many ways the highest form of pedagogy. It is hands-on and practical while students apply the theories and skills they are taught in the classroom. You observe students' work daily in field, and are thus in an excellent position to assess their competency to move into professional social work practice.

Therefore, I want to extend to you an invitation to participate in the review of students' oral and written portfolio presentations prior to graduation from the Masters program. If you have an MSW degree or higher and if you would like to contribute to the formation of students as professionals, you are ideal as a reviewer.

As MSW Program Director, I review and grade each student's e-portfolio. However, I would like another set of eyes to review and grade the e-portfolio as well. In addition, you would be invited to give input into the oral presentation including giving your feedback concerning the student's portfolio grade. Your willingness to do this would be a valuable contribution to the MSW program at Andrews University. We see it as taking our department's assessment process to the next level by involving you, our community partner, in new ways.

Here are a few details to help you make this decision. First, the portfolio will be prepared in the form of an e-portfolio. Students are asked to provide at least three copies of the portfolio for review. A rubric has been prepared to grade the portfolio. You will be asked to grade the following elements of the portfolio: format, statement of purpose, professional resume, professional development, samples of written work, leadership development, five year plan, field evaluation, case conceptualization, life skill mentor, self-care plan, department competencies, lifelong learning questionnaire, and written skills in the portfolio. You can anticipate that it might take two hours to review and grade the portfolio. I would be happy to orient you to any of these areas that you might wish, and, of course, you will be supplied with copies of the written portfolio rubric to use in the grading process.

Please consider this request and let either Laura Racovita-Szilagyi or myself know of your interest. You may reach me at 471-6249 or sedlacek@andrews.edu. Laura can be reached at 471-6600 or racovita@andrews.edu.

Thank you,

David Sedlacek, PhD, LCSW,

MSW Program Director