



# Messiah University

## BSW Student Handbook

**DO**  
justice

**LOVE**  
mercy

**WALK**  
humbly

**WITH YOUR GOD**  
**Micah 6:8**

## Table of Contents

<b>A WORD FROM THE DEPARTMENT CHAIR.....</b>	<b>4</b>
<b>SOCIAL WORK FACULTY .....</b>	<b>5</b>
<b>DEPARTMENT STAFF .....</b>	<b>5</b>
<b>MISSION, GOALS, AND PHILOSOPHY .....</b>	<b>6</b>
MESSIAH UNIVERSITY MISSION STATEMENT .....	6
MISSION OF THE SCHOOL OF ARTS, CULTURE AND SOCIETY .....	

Messiah University Department of Social Work

SOCIAL WORK CLUB ..... 19  
PHI ALPHA HONOR SOCIETY ..... 20  
**STATEMENT OF UNDERSTANDING ..... 22**  
**GOODNESS OF FIT POLICY ..... 23**

**A Word from the Department Chair**

Dear Students,

Welcome to your journey with the Messiah University Social Work Department! The social work profession's mission is to support and equip people in their journey of growth and human flourishing. Social workers serve an important role in our society as well-trained professionals who meet the complex needs of people.



## **Mission, Goals, and Philosophy**

### **Messiah University Mission Statement**

Messiah University is a Christian University of the liberal arts and applied arts and sciences, which offers Departments leading to B.S. and B.A. degrees. The University is committed to embracing an evangelical spirit rooted in the Anabaptist, Pietist, and Wesleyan traditions of the Christian church. The mission of Messiah University is to educate men and women toward maturity of intellect, character, and Christian faith in preparation for lives of service, leadership, and reconciliation in church and society.

### **Mission of the School of Arts, Culture and Society**

The Mission of the School of Arts, Culture and Society is to prepare students to serve God in church, society, and their professions by applying their understanding of human thought, development, learning, social structures, and interactions to complex social issues and environments.

### **Social Work Department Mission Statement**

The mission of the Social Work Department at Messiah University is to offer a professional degree with a strong liberal arts foundation that trains graduates for ethical and competent generalist Social Work practice at the entry level and/or prepares them for graduate study. Guided by the accreditation standards of the Council on Social Work Education (CSWE) as well as the mission and values of Messiah University, the Department integrates principles of the Christian faith with Social Work values, knowledge, and skill.

### **Social Work Department Goals**

1. To develop competent Social Workers who critically evaluate, self-reflect, and are self-aware of how their Christian faith informs their practice, while performing the duties of their vocation in a professional and ethical manner.
2. To develop Social Workers who engage the world to facilitate change through enhancing community and through actively engaging in issues to address social and economic justice in rural, urban, and international settings.
3. To develop effective Christian Social Work leaders in the provision of micro, **mezzo**, and macro programming who value inteQq0.00000912 0 612 792 reW\* nBT/F4 12 Tf/F4ql40JETQ312 7

systems of all sizes, while ensuring respect for clients' age,







Messiah University Deprsity





*Communication*

The student will...

Not use electronic communication (email, text messaging, phone calls, twittering, etc.) during class/practicum sessions

Turn off and put away all electronic devices during classroom time unless otherwise approved by the professor

Only use computers in the classroom at faculty discretion and only for classroom activities

Communicate respectfully and formally with peers, faculty, staff, and other Social Work professionals

Communicate the need for classroom/clinical accommodations regarding disabilities to the professor at the beginning of each semester

NEVER be defensive, argumentative, hostile, condescending, uncivil, or disrespectful regarding language and communication

Not use profane language or gestures

Not use nonverbal expression of disdain or disrespect. Using such expressions is a form of incivility and is not acceptable behavior in any environment

Discuss issues only with a person involved in the issue or in consultation with appropriate personnel

Respond in a timely manner to faculty, practicum instructors, and Department administrative assistant

Communicate proactively with faculty, practicum instructors, or the Department administrative assistant when an issue is recognized, rather than waiting until after the fact

*Competence*

The student is expected to...

Students who receive lower than a C+ in any Social Work class are required to retake the class

Earn a major GPA in all SOWK designated courses of a 2.7 or higher and cumulative 2.0 GPA or higher (**Please note that a 3.0 or higher GPA is required for most MSW Advance Standing programs**)

Develop competencies addressed in each class through course assignments and build on competencies developed throughout the major

Gain full competence in each of the nine competency areas identified by CSWE and gain full competency for the tenth competency related to faith development identified by the Messiah University Department of Social Work

Perform clinical skills based on appropriate training

Demonstrate thinking and clinical judgment in classroom, simulation, and practicum experiences

Demonstrate cumulative competence for the most up-to-date APA documentation style

Demonstrate competence in writing skills (APA format, grammatically correct, logical idea development, proof reading)

Not interfere with the competency development of other students through sharing of assignments or course content that would compromise another student's learning

*E-mail Communication & Etiquette*

The student will...

- Use rules of grammar, spelling, punctuation, and capitalization
- Use a relevant subject line to identify the topic and urgency of the email for the recipient
- Use professor's preferred name/title and always demonstrate respect in communication
- Use a consistent tone in the email that corresponds to and is consistent with verbal communication (The tone of voice of an email message is unclear, so write and read them carefully)
- Not use email messages for emotionally delicate, explosive, complex, or intimate communication as they can be easily misunderstood
- Respond to an email communication that requires a response from the student within 2-3 days, per the Messiah University Student Handbook

*Emotional Stability*

The student will...

- Respond appropriately to suggestions for improvement
- Accept constructive criticism
- Seek counseling and other services when needed

*Ethics*

The student will...

- Demonstrate moral and professional behavior consistent with the NASW Code of Ethics, the International Federation of Social Workers Code of Ethics, federal, state and local laws that govern Social Work behavior, Messiah University, and Social Work Department policies, and individual course expectations

*Interpersonal Conflicts*

The student will...

- Communicate directly with the individual involved in the conflict
- Reflect respect, integrity, and care in all forms of communication
- Seek assistance in resolving the situation by using the proper chain of command (instructor, course coordinator, dept. chair, school dean)
- Call campus security (717-691-60050 or "9-1-1" in cases of imminent danger

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Maintain professional boundaries

Participate in successful conflict resolution when necessary

Appropriately represent faculty and the Department of Social Work in a professional manner

*Professionalism*

The

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## Messiah University Department of Social Work

advisor and/or the Chairperson of the Social Work Department. In addition to the actions taken by the University, the Messiah University Social Work Chair and/or the Department of Social Work are charged with reviewing reported incidents and determining a Departmental course of action for the student involved. If in the judgment of the Department Chair and/or the Department of Social Work, a student's

### **Professional Behavior Probation and Dismissal**

Behavioral infractions listed below for which Social Work students have been found responsible by the University will be reported to the Department Chair by the student and/or student's advisor. Social Work faculty will review reported incidents and determine a course of action for the student involved.

*Reportable infractions include:*

1. Any violation of the *Academic Integrity Policy* published in the current *Messiah University Student Handbook*. Violations of the *Academic Integrity Policy* include (but may not be limited to) the following offenses: plagiarism, cheating,

Messiah University Department of Social Work

Department. Additionally, the Department Chair will work with the registrar's office to remove the student from any Social Work course and the field coordinator will contact any practicum

Messiah University Department of Social Work

*The goals of the Social Work Club are to:*

Promote Social Work on the Messiah University campus as well as into the surrounding communities

Educate Social Work students about current events and trends in the Social Work

Messiah University Department of Social Work

Achieved a 3.5 or higher-grade point average in required Social Work courses

\* Membership shall b



### **Goodness of Fit Policy**

As a CSWE-accredited program, The Messiah University Social Work Program adheres to the University's Community Covenant and profession's ethical standards as outlined in the [NASW Codes of Ethics](#) in evaluating social work students' fit for the social work profession. This policy applies to students' ethical responsibilities in the following areas as stated in the NASW Code of Ethics:

1. [Responsibilities to clients](#)
2. [Responsibilities to colleagues](#)
3. [Responsibilities in practice settings](#)
4. [Responsibilities as professionals](#)
5. [Responsibilities to the social work profession](#)
6. [Responsibilities to the broader society](#)

Process:

1. Students will review and sign the Goodness of Fit form to acknowledge acceptance of the Goodness of Fit Policy.
2. The student's advisor will document and communicate concerns to the student and the Department C