Would you like to tap into the talent pool of undergraduates to fill volunteer and staff positions? The School of Social Ecology Field Study Program is one of the many ways to tap into the energetic and inquisitive undergraduate talent pool at UC Irvine.

The 21st century presents us with a wide array of opportunities for creating a better world. Such opportunities range from local communities creating innovative solutions to their problems, to communities around the world meeting the challenges of a globalized economy. Making the most of these opportunities calls for scholarship that is rigorous and innovative, thoughtful and engaged—scholarship that is steeped in the best traditions of social science, and able to break new ground. Our faculty has developed the field study requirement of our undergraduate degree program to engage students in learning more about this type of scholarship through active participation in our community. Field study provides students with the opportunity to examine social problems; evaluate the merit of ideas presented in the classroom; and educates students in conducting naturalistic scholarly observations and investigations.

Agencies such as yours provide a learning environment where students actively engage in the day-to-day operations of the site while they are conducting a scholarly inquiry related to their placement. Supervisors provide 1:1 supervision, feedback and mentoring. The role of the student at most placement sites is that of a participant observer. Students are expected to be professional, engaged, inquisitive, and ready to learn and contribute. We ask that agencies commit to being a site for a minimum of one academic year.

Ideal placement sites provide students with a pre-professional experience and structure the student’s activities to allow the student to:

- Contribute to the day-to-day activities of the organization by working on duties and tasks related to Social Ecology curriculum.
- Develop an understanding of organizational goals and objectives;
- Observe current social problems and evaluate intervention strategies;
- Perceive relationships between theories learned in the classroom and practice experienced in the field; and
- Develop interpersonal and technical competencies required in the workplace

If you are interested in providing field study opportunities for Social Ecology students, please complete the enclosed Field Study Placement Site Application and the Non-Discrimination Agreement and return to me via email or at the address listed on the application available at: http://students.soceco.uci.edu/pages/site-supervisor-information. After we receive the application materials, we will schedule a site visit on the next available field day to discuss the field study opportunity you propose and evaluate your organization as a placement site for our students.

If you have any questions regarding the School of Social Ecology or the field study program, please contact me at (949) 824-6862.

Thank you for your time!

Sincerely,

Ashley Vikander, MPA
Field Study Director
School of Social Ecology, Office of Student Services
102 Social Ecology I
University of California
Irvine, CA 92697-7055
abvikand@uci.edu
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FIELD STUDY PROGRAM - PLACEMENT SITE APPLICATION

Organization Name: __________________________________________ Date: ___________________
Address: ________________________________________________________________________________
City_________________________________________   State___________   Zip___________________
Website: _______________________________________________________________________________

Work Hours:  □ Weekdays    □ Weeknights    □ Weekend days    □ Weekend nights

Listing Should Appear in (select only one):
☐ Corrections    ☐ Legal Services
☐ Counseling    ☐ Planning
☐ Environment Related    ☐ Public Policy
☐ Health    ☐ Education and Schools
☐ Law Enforcement    ☐ Senior Services

Type of agency/organization
☐ Consulting
☐ Non-Profit
☐ Private Sector
☐ Public Section
☐ Other

Who should our students contact (please list as it should appear in our Field Study Catalog).
Name__________________________________ Position_______________________________________
Phone Number_________________________    E-Mail _______________________________________
FAX: _________________________________

Alternate Contact:
Name__________________________________ Position_______________________________________
Phone Number_________________________    E-Mail: _______________________________________

Provide instructions on how student can apply for your opportunities. Also, please let us know if a
background check is required and if there is any cost to the student.

Briefly describe the activities and services of your organization. This will be listed in our Field Study
Catalog to describe your organization to the students seeking field study placements. What would you like
students to know about the work you do?
Describe the student's role in your organization. Please be specific in describing responsibilities and tasks, as well as the supervision the students will receive.

Please describe any specific projects you may assign to field study students.

What time commitment(s) would be acceptable for field study students? We require a full academic year commitment. If you are applying, mid-year, you are agreeing to accept students this academic year and through spring of the next academic year.

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<thead>
<tr>
<th>Time Commitment</th>
<th>Yes</th>
<th>No</th>
<th>Possible</th>
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<td>1 quarter of 10 weeks / 10 hrs per week</td>
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<td>2 quarters (20 weeks) / 20 hrs per week</td>
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Any other: ________________________________

Approximately, how many Social Ecology students would you accept at each quarter? ________________

What entry skills or knowledge do you require (or recommend) for this field study internship?

Describe any training (orientation, in-service, observations, staff meetings) which your organization will provide:

Describe how your program will provide the experience for students to meet the objectives of the field study program.

If you have any questions about the Social Ecology Field Study program, please contact Ashley Vikander at (949) 824-6862; email abvikand@uci.edu

Mail completed form and Non-Discrimination Agreement to:
Ashley Vikander, Field Study Program Director
University of California, School of Social Ecology, Student Services
Irvine, CA 92697-7055

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Nondiscrimination Policy Statement for
University of California Publications
Regarding Student-Related Matters

The University of California, in accordance with applicable Federal and State law and University policy, does not discriminate on the basis of race, color, national origin, religion, sex, gender identity, pregnancy(1), physical or mental disability, medical condition (cancer related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services(2). The University also prohibits sexual harassment. This nondiscrimination policy covers admission, access, and treatment in University programs and activities.

Inquiries regarding the University's student-related nondiscrimination policies may be directed to:
Kirsten K. Quanbeck, Director
Office of Equal Opportunity and Diversity
103 Multipurpose Science & Technology Building (MSTB)
Irvine, CA 92697-1130
Phone: (949) 824-5594
Email: eod@uci.edu


1 Pregnancy includes pregnancy, childbirth, and medical conditions related to pregnancy or childbirth.
2 Service in the uniformed services includes membership, application for membership, performance of service, application for service, or obligation for service in the uniformed services.

The University of California has an established policy of nondiscrimination that is printed in full, above. The University requires that representatives of your organization, when agreeing to accept, train, and supervise field study students, be aware of and comply with this nondiscrimination statement.

Your signature on this form, indicating an agreement to comply with the policy of nondiscrimination in providing opportunities to Social Ecology field study students, is required. Organizations unable to abide by the nondiscrimination statement cannot be approved as Social Ecology field placement sites.

Signed: ____________________________

Date: ________________________________

Print Name & Title of Contact Person

Name of Organization ______________________________________________________

Address:  _________________________________________________________________

City, State  ZIP  _____________________________________________________________

PLEASE SIGN AND RETURN THIS FORM TO:  ASHLEY VIKANDER, DIRECTOR, FIELD STUDY PROGRAM
SCHOOL OF SOCIAL ECOLOGY
UNIVERSITY OF CALIFORNIA
IRVINE, CA  92697-7055
TELEPHONE: (949) 824-6862/  FAX: 949 824-9875
About the Organization: The Probation Department conducts investigations and prepares reports to the court as to the feasibility of placing individuals on probation. Probation officers supervise both adults and juveniles as to the conditions of their probation, and report violations to the court. Duties include surveillance, narcotic testing, counseling, arresting individuals for violation of probation and making recommendations to the court as to dispositions. The Probation Department also maintains juvenile halls and camps for the detention of minors.

Internship Description: Students have the opportunity to become deputized volunteers and may assist probation staff in a wide range of supervised responsibilities, including direct involvement with juvenile and adult probationers. Students learn to interview clients, prepare reports for the court, and assist in conducting investigations regarding probation violations. Students may also be involved in group counseling programs and may work with other related agencies, such as police, on a local, state and federal level. Students have the opportunity to participate in training seminars conducted for probation officers, and may be included in field trips to visit various correctional facilities.

Requirements: Interest and knowledge in the areas of criminal justice, psychology, and law enforcement. Any required training or certifications.

How to Apply: Email cover letter and resume. Background check required at no cost to student.
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