



S O C I A L W O R K

Bachelor of Social Work: Social Work
Minor: Social Work, Case Management

Working in a myriad of settings from early intervention centers and schools to counseling centers, hospitals, and nursing homes, social workers help people achieve their highest potential. Adhering to the National Association of Social Workers Code of Ethics, social workers interact with individuals, families, groups, organizations and communities. They function as counselors, educators, advocates, case managers, policy analysts, and researchers. Social Workers initiate social change and seek social justice. Internships are required in this program.

The Bachelor of Social Work program at Kutztown University is nationally accredited by the Council on Social Work Education and is a professional program that prepares generalist social work practitioners. Those who successfully complete the Bachelor of Social Work degree, may be given Advanced Standing in any accredited Master of Social Work program. This enables them to graduate with a Master of Social Work degree in one calendar year.

Career types associated with Social Work

(Is this a good fit for you? Are you a...)

- Social - "Helper"
- Enterprising - "Persuader"
- Conventional - "Organizer"

Related skills, values, and qualities

- Ability to demonstrate empathy for others in stressful situations
- Ability to interact with people of different backgrounds in a variety of situations
- Strong interpersonal communication skills
- Proficiency in reading comprehension, writing and speaking
- Ability to conduct and explain social research
- Ability to observe, evaluate & address social challenges & injustice
- Ability to maintain composure in stressful situations
- Ability to adapt to new environments and improvise when needed

Courses Social Work majors typically enjoy

- Sociology
- Psychology
- Civics/Government
- Communications
- Economics
- Family Studies
- Criminal Justice
- Philosophy

Common interests of Social Work majors

- Participating in charitable outreach efforts and raising funds for social concerns
- Joining school clubs and organizations
- Serving as a peer counselor, tutor, or hotline assistant
- Working part-time or volunteering in a community service agency/group
- Reading about social issues and attending lectures

For more information about the major

Contact the Social Work Department,
Old Main 339, 610-683-4235, or visit
www.kutztown.edu/SocialWork

KU Majors related to Social Work

Education, Psychology, Sociology, Criminal Justice

Social Work students may also be interested in:
Social Work students may also be interested to minor in : Communication Studies, Criminal Justice, Economics, English, History, International Studies, Modern Language Studies, Philosophy and Government, Psychology, Women's and Gender Studies, Special Education and Secondary Education

FOUR STEPS TO SUCCESS

EXPLORE

DISCOVER

EXPERIENCE

IMPLEMENT

1ST YEAR

- Enroll in the Career Exploration Certificate.
- Attend info sessions to learn about career development and personal branding.
- Take a career assessment to identify and confirm interests.
- Get involved in campus clubs and organizations.
- Develop basic workplace skills through jobs or volunteer work.
- Talk with professors, family, and friends about career ideas.
- Conduct informational interviews with professionals working in fields of interest.
- Develop a relationship with your professors and faculty advisor.

2ND YEAR

- Meet with CDC career coach.
- Attend info sessions to learn about resume writing, and externships.
- Confirm your choice of major and consider options for double major or minor.
- Research careers of interest.
- Complete a job shadowing (externship) experience.
- Seek meaningful employment or volunteer work in a field related to your major.
- Explore options for undergraduate research and study abroad.
- Write a resume and have it reviewed by the CDC.
- Manage your online presence.

3RD YEAR

- Enroll in the Career Success Certificate.
- Complete an internship and/or undergraduate research.
- Attend info sessions about internships, interviewing, job search strategies, and grad school.
- Build a LinkedIn profile and continue to monitor your online presence.
- Complete a mock interview.
- Build skills through research projects, part-time employment, and volunteer work.
- Participate in employer panels, site visits & networking events.
- Attend internship & job fairs.
- Take on a leadership role in a student organization or work.
- Consider graduate school options and prepare for admissions tests.

4TH YEAR

- Attend your Senior Kick-off and other info sessions to prepare for job search/grad school.
- Update your resume and LinkedIn profile.
- Create cover letter drafts.
- Gain experience through internships and/or undergraduate research.
- Secure references for job/grad school applications.
- Create your "30 second" commercial/elevator pitch.
- Meet with CDC to develop job search strategies.
- Research employers.
- Network with professionals through events and social media.
- Join a professional organization in your discipline.
- Attend the senior etiquette luncheon or dinner.
- Participate in job fairs and on-campus interviewing.

Sample Career Titles

Social Work majors can be found working in a wide variety of career fields. Here are just some career titles that may be of interest. Please note that some jobs may require further education and training.

To learn more about these careers, visit <http://online.onetcenter.org> or www.bls.gov/oco.

- Advocate
- Agency Director
- Aging/Gerontology Specialist
- Art Therapist
- Behavior Health Technician
- Case Worker
- Child Welfare Worker
- Clinical Social Worker
- Community & Social Service Worker
- Community Relations Director
- Correctional Caseworker/Officer
- Counselor: Alcohol/Drug
- Counselor: Career
- Counselor: Crisis Intervention
- Counselor: Employment Agency
- Counselor: Marriage
- Counselor: Occupational
- Counselor: School
- Counselor: Vocational Rehab.
- Criminologist
- Developmental Disabilities Specialist
- Employee Assistance Director
- Employee/Labor Relations Manager
- EEO/AA Specialist
- Financial Aid Director
- Group Home Parent/Director
- Health Care Specialist
- Health Educator
- Human Factors Specialist
- Human Resources Administrator
- Intake Counselor
- International Student Advisor
- Job Analyst & Developer
- Labor Relations Specialist
- Market Research Analyst
- Medical Social Counselor
- Mental Health Professional
- Minority & Race Relations Specialist
- Mobile Therapist
- Motivational Speaker
- Outplacement Specialist
- Paralegal
- Peace Corps/VISTA Volunteer
- Personnel Manager
- Police Officer
- Policy & Planning Specialist
- Probation Officer
- Psychiatric Nurse
- Psychiatric Social Worker
- Public Health Statistician
- Public Opinion Surveyor
- Public Relations Specialist
- Regulatory Administrator
- Social Service Administrator
- Social Worker: Family Services
- Social Worker: International
- Social Worker: Hospital
- Social Worker: Psychiatric
- Social Worker: Occupational
- Social Worker: School
- Sociologist
- Statistician Analyst
- Teacher
- Technical Writer/Communicator
- Therapeutic Staff Support Person
- Wage/Benefits Analyst
- Youth Corrections Officer

Common Internship Sites and Employers

Social Work majors often find internships and employment in the following fields/industries.

- Adoption-Foster Care Agencies
- Business & Industry
- Community Agencies
- Correctional Facilities
- Educational Institutions
- Human Rights Agencies
- Medical Centers/Nursing Homes
- Mental Health Agencies
- Non-Profit Organizations
- Rehabilitation Agencies & Hospitals
- Research Foundations
- State/Federal Government

Handshake

Handshake is the primary online resource for preparing and connecting students and alumni with employers.
www.kutztown.edu/handshake

Useful Websites for Social Work Majors

Whether you are researching related career fields, applying for internships or jobs, or planning to join a professional association, these websites are for you!

Industry/Employment Information

Careers in Federal Government
www.usajobs.gov

The Chronicle of Philanthropy
<http://philanthropy.com>

Idealist: Non-Profit Opportunities
www.idealist.org

MentalHelp.Net
www.mentalhelp.net

NASW JobLink
careers.socialworkers.org

The New Social Worker Online
www.socialworker.com

Non-Profit Times
www.thenonprofitimes.com

Saludos Hispanos Career Center
www.saludos.com/cguide/cswguide.html

Social Service Jobs
www.socialservice.com

Social Work Job Bank
www.socialworkjobbank.com

LinkedIn Jobs
www.linkedin.com/jobs

Professional Associations

Association for Community Organization
& Social Administration
www.acosa.org

Clinical Social Work Association
www.clinicalsocialworkassociation.org

Council on Social Work Education
www.cswe.org

National Association of Social Workers
www.socialworkers.org
www.nasw-pa.org (PA Chapter)

National Assoc. of Black Social Workers
www.nabsw.org

National Organization of Forensic
Social Work
www.nofsw.org

North American Association of Christians
in Social Work
www.nacsw.org

Society for Social Work Leadership in
Health Care
www.sswlhlc.org

Related Area Employers

Access Services
Adoptions from the Heart
Allentown School District
Bayada Home Health Care
Bethlehem Health Bureau
Bloom for Women
Compassus Hospice
Concern for Kids
Berks County CYS
Caron Treatment Center
Council on Chemical Abuse (COCA)
Diakon Foster Care and Permanency
Everlasting Wellness
Kids Peace
Kutztown Strong
Lehigh County Aging and Adult Services
Lehigh Valley Health Network
LGBT Center of Greater Berks
Mind Matters
Northampton County CYS
Northampton County Juvenile Detention Center
New Vitae
Promise Neighborhoods of the Lehigh Valley
Reading School District
Salvation Army
Senator Judy Schwenk
Service Access & Management Inc. (SAM)
St. Luke's Hospital
Valley Youth House

Building Your Resume for a Career in Social Work

Building a strong resume for your career field starts long before you ever start your job search. Employers want to hire graduates who not only have the necessary educational background but also have experience applying that knowledge.

Shawna Social Work

ssoci000@live.kutztown.edu, www.linkedin.com/in/shawna, 555-555-5555

PROFILE

Aspiring social worker who is interested in working for a mental health organization.

EDUCATION

M.S.W. Kutztown University of Pennsylvania
Program: Social Work
GPA: 3.90

Kutztown, PA
May 20xx

B.S.W. Kutztown University of Pennsylvania
Major: Social Work, Minor: Women's Studies
GPA: 3.50

Kutztown, PA
May 20xx

Related Courses: Social Welfare Policy, Social Work Practice with Groups and Families, Social Work and Substance Abuse, Child Welfare and Social Work Practice, Case Management

RELATED EXPERIENCE

"Stepping Stones" Program, Person Directed Supports Inc.
Mental Health & Wellness Intern

Allentown, PA
Summer 20xx

- Assisted adults with physical and intellectual disabilities in skill building exercises and activities
- Aided clients in forming and completing daily goals
- Documented client progress and communicated concerns during bi-weekly staff meetings
- Observed and co-facilitated groups focusing on emotion regulation and coping skills

Berks Women in Crisis (BWIC)
Volunteer Hotline Counselor

Reading, PA
Sept 20xx-Aug 20xx

- Completed an 11-week intensive training program focusing on confidentiality and counseling techniques
- Assessed for suicidal ideation during client crisis calls
- Recorded and maintained confidential client logs
- Provided short-term emotional support and service referral information
- Utilized active listening skills to best understand and serve client needs

Extern

May 20xx

- Observed daily functions of hotline counselors including advocacy efforts and training activities

CAMPUS LEADERSHIP & INVOLVEMENT

Presidential Ambassador Student Engagement Chair, Kutztown University

Spring 20xx-Present

- Coordinate networking events with KU Alumni Engagement Office to connect current students and alumni
- Create and advertise alumni mentorship program through use of targeted emails and Alumni LinkedIn page
- Monitor and maintain social media sites including Facebook, LinkedIn & Twitter

Presidential Ambassador, Kutztown University

Fall 20xx-Present

- Work directly with President's Office to promote student-alumni connection events such as career networking nights, homecoming festivities, and alumni dinners

Volunteer, Special Olympics, Kutztown University

Spring 20xx, Spring 20xx

Big Brothers Big Sisters Coordinator, Kutztown University Community Outreach Center

Fall 20xx-Fall 20xx

- Organized group museum, park and zoo field trips with Reading agency
- Communicated with agency staff and volunteers to ensure proper execution of programs for children ages 6-18

WORK EXPERIENCE

Clothing Inc.
Sales Associate

Kutztown, PA
Aug 20xx-Present

- Provide excellent customer service, handle cash and credit transactions

HONORS & AWARDS

Dean's List

Fall 20xx, Spring 20xx, Fall 20xx

Berks Women in Crisis Volunteer of the Month

Oct 20xx

Career Success Certificate, Kutztown University Career Development Center

Spring 20xx

Learn more about your field and develop the necessary skills for employment by gaining hands-on experience through internships.

Utilize summer breaks to acquire valuable experience via volunteer or employment opportunities related to your major.

Develop professionally through campus involvement and professional memberships. This illustrates responsibility, leadership abilities and time management skills.