



ENTRY REQUIREMENTS

- A bachelor's degree in Social Work and at least two years work experience in a social agency; or
- An honours degree in a related field (Sociology or Psychology) and a Diploma in Social Work, and at least two years work experience in a social service agency.

PROGRAMME COST

Payable in full or per course on registration.

Tuition Fee: BDS\$20,000 (US\$10,000)

Annual University Registration Fees

University Registration Fees are NOT included in the cost of the tuition fee.

These fees are as follows:

Amenities Fees	– BDS\$700.00	(US\$350.00)
Guild Fees	– BDS\$120.00	(US\$60.00)
ID Card (First year only)	– BDS\$25.00	(US\$12.50)

Students enrolled in this self-financed programme are billed for the courses for which they register each semester. Fees are payable immediately on registration. University fees are additional to the programme fees and are billed on registration every semester until the degree has been awarded.

Programme Costs and University Registration Fees are subject to change in 2011/2012.



CONTACT INFORMATION FOR

Master of Social Work
Concentration: Management and Administration

Programme Coordinator

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The University of the West Indies
Cave Hill Campus

TAUGHT HIGHER DEGREE PROGRAMMES

FACULTY OF HUMANITIES & EDUCATION

MA African Studies

MA in Caribbean Studies:
Languages/Literatures

MA Cultural Studies

MA Heritage Studies

MA History

MA Linguistics

MA Theology

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Master in Education (*MEd*)

MFA Creative Arts

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DM Ophthalmology

DM Paediatrics

DM Psychiatry

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Health Services Management

FACULTY OF SOCIAL SCIENCES

MSc. Applied Psychology

MSc. Banking & Finance

MSc. Building & Construction
Management

MSc. Counselling Psychology

MSc. Cricket Studies

MSc. E-Governance for
Developing States

MSc. Financial & Business
Economics

MSc. Integration Studies

MSc. International Management

MSc. International Trade Policy

MSc. Investments & Wealth
Management

MSc. Labour & Employment
Relations

MSc. Logistics and Supply
Chain Management

MSc. Management

offered in four specialisations:-
Financial Management,
Human Resource Management,
International Management
and Marketing

MSc. Management

MSc. Project Management &
Evaluation

MSc. Sociology

Master of Social Work

MSc. Tourism and Events
Management

MSc. Tourism & Hospitality
Management

MSc. Tourism with Project
Management

MSc. Tourism and Sport
Management

MSc. Tourism Marketing

MSc. Transport Economics

FACULTY OF PURE & APPLIED SCIENCES

MSc. Electronic Commerce

MSc. Natural Resource and
Environmental Management

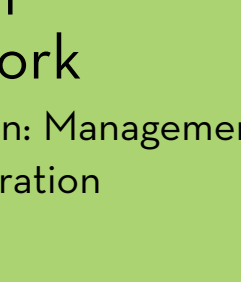
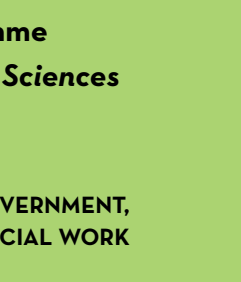
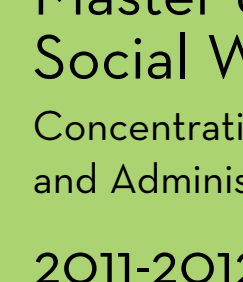
CAVE HILL SCHOOL OF BUSINESS

Doctor of Business
Administration

Executive Master in
Business Administration

International Master in
Business Administration

Master in International Events
Management



UWI also offers a range of MPhil and PhD programmes in a number of areas. Information on these as well as our application process, online application forms, and the documentation required can be found at:

www.cavehill.uwi.edu/gradstudies

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PROGRAMME SUMMARY

The Master of Social Work programme has been developed in response to a growing need for advanced training in the field, particularly in the area of social work administration. The programme seeks to train social work professionals to respond effectively and efficiently to the changing social work climate in the Caribbean. The programme will provide leadership and management training relevant to social service agencies and equip students with skills in the planning and evaluation of human services programmes. Courses will also address substantive social work issues, research techniques used in social work and, the application of social work theory and research to social problems.

AIMS AND OBJECTIVES

On completion of the programme, participants will be able to:

- Critically analyze social policy and evaluate the impact of social policies on client groups;
- Prepare recommendations for policy changes;
- Employ skills for the effective management of an agency's human resources with emphasis on areas such as recruitment and retention of staff, supervision and staff development;
- Formulate procedures for ensuring quality and equality in service provision to clients;
- Work with subordinates in identifying the need for change, implementing change strategies and effectively managing change;
- Build theory in relation to social work administration in the Caribbean context;
- Utilize a range of qualitative and quantitative research methods in the practice of management within social work settings;
- Plan, implement and evaluate social work programmes;
- Prepare, justify and defend the annual budget of a social service agency and manage its overall financial aspects;
- Demonstrate leadership behavior in the social work profession; and to
- Effectively and efficiently undertake the total management of a social service agency.



COURSE OF STUDY

The degree is structured around 9 courses (3 credits per course), a practicum component worth 9 credits and a one semester research report worth 3 credits. Total credits for the programme are 39.

Compulsory Course and Electives

Compulsory Courses: 3 credits each

Semester 1

- Professional Development and Ethical Issues in Human Services
- Social Welfare Policy and Administration
- Social Work Management and Administration
- Methods of Strategic Management in Human Services

Semester 2

- Programme Planning Management and Evaluation
- Research Methods for Social Workers

2 electives from the list below.

Electives: 3 credits each

These include:

- Managerial Finance
- Behavioural Sciences
- Human Resource Management
- Methods of Policy Practice
- Social Work Supervision



Practicum – 480 hours (Summer)

Field Placements

The fieldwork component of the programme will provide the student with opportunities for the development of practice through performance in a social service agency. Opportunities will be provided for the application of knowledge, values and skills learned in the classroom to be tested, applied, reinforced and integrated in a disciplined manner. The students will be placed in a social service or related agency for 8 hours each day, 4 days per week for a period of 15 weeks totalling 480 hours. Field Instructors/agency supervisors and students will be guided in practice by the social work programme's field coordinator.

Advanced Field Instruction Integrative Seminar

Field placement must be taken concurrently with the Advanced Field Instruction Integrative Seminar which is designed to enhance and strengthen the internship experience. The 3- hour credit seminar prepares students for work in the administration and management arena in social service settings and other macro practice areas. It provides opportunities for students to integrate social work knowledge and theory with practical experiences from community agencies. Small peer group weekly meetings are an integral part of this course.

Research Report

The Social Work Research Report is intended to ensure a complementary balance between the practicum experiences and the research aspects. The relationship between the qualitative/quantitative research methodologies and the implementation of a specific research report will also ensure a complete and smooth continuum of learning. The process will involve the preparation of a research proposal and the subsequent implementation of a research project in administration.

Programme Regulations

The programme will be delivered part-time over two calendar years (five semesters) using a model of weekend lectures and seminars for the delivery of courses. On a part-time basis, the taught component of the programme will span four semesters.

Evaluation of Courses and Coursework

There will be a final examination of some of the courses offered. In some courses students will be examined based on a major project/paper. Students will be expected to complete each course, including the research paper at the level of a B grade to pass. The field practicum will be evaluated based on practice in the field as well as a journal and integrative paper.

Programme Faculty

A team of lecturers drawn from the Cave Hill, St. Augustine and Mona campuses, as well as international adjunct faculty will deliver the programme.