

PROFESSIONAL AND COMMUNITY SERVICE

Professional and community service includes service to the University, the School of Social Work, the social work profession and the community at the local, state, regional, national and international levels that supports the mission of social work education and the goals of professional practice. (Note: An administration assignment in the School of Social Work, College or University is not viewed as service.)

Subcategory	Instructor	Assistant Professor	Associate Professor	Professor
University/ College/ Departmental	<ul style="list-style-type: none"> • Involved in School of Social Work committees and taskforces 	<ul style="list-style-type: none"> • Participates in School of Social Work and COHPA committees and taskforces • Attends professional conference(s) to enhance the status and visibility of the School • Promotes a climate in the School of Social Work that supports the professional development of students, staff and faculty • Encourages the recruitment, retention and promotion of diverse students, staff and faculty 	<ul style="list-style-type: none"> • Participates in and leads School of Social Work, COHPA, and UCF committees and taskforces • Provides leadership at professional conferences to enhance the status and visibility of the School and the University • Participates in activities that promote the professional development of students, staff and faculty (e.g., COHPA symposia, FCTL workshops) • Contributes to the recruitment, retention and promotion of diverse students, staff and faculty 	<ul style="list-style-type: none"> • Participates in and leads in governance at all University levels • Assumes chair and/or serves on special review groups, task forces and policy making bodies at professional conferences • Demonstrates leadership in recruitment, retention and promotion of diverse students, staff and faculty • Serves as a mentor for the professional development of students and faculty and encourages staff development
Professional	<ul style="list-style-type: none"> • Member of professional/service organizations • Provides staff development and/or in-service training in local social work organizations/agencies educational organizations • Participates in activities of professional organizations 	<ul style="list-style-type: none"> • Assists in planning/conducting activities of local and state professional /service organizations • Provides social work expertise or consultation in social work practice settings • Plans and presents continuing education programs 	<ul style="list-style-type: none"> • Advances social work practice by conducting and evaluating professional/service workshops and conferences (e.g., continuing education, staff development, in-service training) • Implements practice models in social work organizations and agencies • Contributes expertise to peers through consultation, mentoring and practice activities • Serves on committees of professional organizations at the state, regional and/or national level(s) • Provides consultation to professional/service groups • Critically analyses social work practice standards for the purpose of identifying new directions in practice 	<ul style="list-style-type: none"> • Provides leadership for the advancement of practice in professional/service organizations • Provides leadership in organizations and agencies which promotes a climate conducive of professional growth • Implements and evaluates evidenced-based practice • Contributes expertise in theory and practice in social work organizations and agencies • Develops and implements practice models in social work organizations and agencies • Demonstrates leadership in professional and service activities • Evaluates materials of faculty from other universities for purposes of promotion/tenure

Subcategory	Instructor	Assistant Professor	Associate Professor	Professor
Community	<ul style="list-style-type: none"> • Participates as a volunteer in local professional and community activities • Participates in workshops or continuing education programs for professional and/or community groups • Participates in activities to improve the image of social work in agencies, organizations and communities 	<ul style="list-style-type: none"> • Serves as a volunteer on agency, community or organization boards, commissions, and committees at the local level • Enhances program and service delivery in the community • Participates actively in community organizations • Presents at and/or organizes workshops/continuing education programs for the professional community • Plans and conducts activities to improve the image of social work in agencies, organizations and communities 	<ul style="list-style-type: none"> • Assists in the evaluation of community research/educational projects • Collaborates with community in the development of programs and/or services • Serves as a volunteer on committees/boards of agencies, organizations and/or commissions at the local and/or state level(s) • Provides leadership in activities to improve the image of social work in agencies, organizations and communities 	<ul style="list-style-type: none"> • Assumes leadership role as a volunteer on committees/boards of agencies, organizations and/or commissions at the local, state and/or national level(s) • Assists in the evaluation of community projects/programs • Organizes/makes professional presentations in the local community (e.g., develops symposia, community education programs) • Contributes professional expertise for the purpose of recruitment or public relations to public schools, other higher education institutions, industry, business, and local, state, regional and national social service organizations

Evaluation of Professional and Community Service will include a review of the service activities and contributions (see above descriptions) that the faculty member has made to the University, the School of Social Work, the profession of social work, the local social services practice community, and the state, regional, national and international practice communities. The following schema provides more specific direction for evaluation of faculty in the area of Service.

In order to achieve an **Outstanding** evaluation in Professional and Community Service, in addition to the usual service assignments made by the Director of the School of Social Work during an academic year, the faculty member must readily respond to the service needs of the campus and professional communities by providing at least three of the following types of service:

1. is a member of a School, COHPA or University committee/taskforce
2. serves as chair of a committee or taskforce at the School, College and/or University level
3. provides leadership to a campus and/or community activity affecting students, faculty, staff, and/or clients
4. gives presentation(s) and/or service to public schools and/or other higher education institutions
5. is an active member of a professional organization at the state and/or national level
6. attends the meeting each year of a professional organization in which membership is maintained
7. does conference planning or external review for promotion or tenure

In order to achieve an **Above Satisfactory** evaluation in Professional and Community Service, a faculty member must adequately perform all service assignments made by the Director during an academic year. In addition, the faculty member must perform at least two of the following types of service:

1. is a member of a School, COHPA or University committee/taskforce
2. serves as chair of a committee or taskforce at the School, College and/or University level
3. provides leadership to a campus and/or community activity affecting students, faculty, staff, and/or clients
4. gives presentation(s) and/or service to public schools and/or other higher education institutions
5. is an active member of a professional organization at the state and/or national level
6. attends the meeting each year of a professional organization in which membership is maintained

In order to achieve a **Satisfactory** evaluation in Professional and Community Service, a faculty member must perform service assignments made by the Director during an academic year. In addition, the faculty member must have at least two of the following types of service:

1. is a member of a School, COHPA or University committee/taskforce
2. serves as chair of a committee or taskforce at the School, College and/or University level
3. provides leadership to a campus and/or community activity affecting students, faculty, staff, and/or clients
4. gives presentation(s) and/or service to public schools and/or other higher education institutions
5. is a member of a professional organization at the state and/or national level
6. attends the meeting each year of a professional organization in which membership is maintained

A faculty member will receive a **Conditional** evaluation in Professional and Community Service if s/he poorly performs service assignments made by the Director during an academic year (e.g., is a member of a professional organization, but rarely attends meetings and is not involved in the activities of the organization).

A faculty member who fails to perform, or chronically demonstrates poor performance of, Professional and Community Service assignments made by the Director during an academic year will receive an **Unsatisfactory** rating in service (e.g., is not a member of a professional organization and does not attend professional meetings nor participate in the activities

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