

Associate Dean for Community and Clinical Programs
USC Suzanne Dworak-Peck School of Social Work

The Associate Dean for Community and Clinical Programs provides oversight and leadership for all clinical programs housed within the Suzanne Dworak-Peck School of Social Work. The Associate Dean is additionally responsible for leading a large and diverse group of clinical practicum education faculty in a variety of flexible teaching arrangements, which factor in assignments as liaisons, student placement responsibilities, and agency placement development. The Associate Dean is responsible for organizing and implementing practicum education placement assignments in all MSW programs (on-the-ground and on the Virtual Academic Center (VAC)), and provides oversight for the development of new practicum education settings; recruitment, orientation and training of practicum education instructors; and other traditional field responsibilities.

The Associate Dean for Community and Clinical Programs reports to the Dean of the USC Suzanne Dworak-Peck School of Social Work, and serves as a member of the Dean's leadership team.

The duties and responsibilities for the Associate Dean for Community and Clinical Programs include, but not be limited to, the following:

- Provides oversight and leadership for all clinical programs housed within the Suzanne Dworak-Peck School of Social work including, but not limited to, the Tele-Behavioral Health Clinic, the Trauma Recovery Center, the Suzanne Dworak Peck-Keck Human Rights Clinic, the Trojan Guardian Scholars, the “embedded social worker” program, and the Community Advisory Board/Affairs.
- Is responsible for organizing and implementing practicum education placement assignments in all MSW programs (on-the-ground and on the Virtual Academic Center (VAC)).
- Provides oversight of the development of new practicum education settings; recruitment, orientation and training of practicum education instructors; and other traditional field responsibilities.
- Manages and facilitates of student reviews, contract approvals and MOAs as required by the university.
- Is responsible for budget, staffing, and use of information systems for practicum education faculty.
- Facilitates strategic planning and implementation of new approaches to practicum education.
- Administers and manages practicum education policies and procedures as articulated in the practicum education manual.
- Serves as the final arbiter in placement/agency disputes (including dismissals of students from the MSW program due to egregious behaviors harmful to the wellbeing of clients and placement agency).

- Writes grants, works with development on fundraising, and maintains and manages the strategic plan for sustainability of practicum education, workforce development, and clinical programming.
- Serves as the Principal Investigator and/or co-investigator on grants related to workforce development and student stipends and scholarships related to practicum education and clinical programs.
- Represents the Suzanne Dworak-Peck School of Social Work on various internal and external committees and boards e.g., USC's University Clinical Services Clinical Practice Committee.
- Tracks, monitors, and reports safety and quality risks related to the school's practicum education and clinical services to leadership at the school and University; leads efforts for quality assurance and improvement.
- Contribute to scholarship through publications, presentations, and training, as appropriate.
- Other duties and responsibilities as requested by the Dean.