



DETAILED JOB SUMMARIES

The School of Social Work invites applications for multiple 12-month full-time lecturer positions. The lecturer will contribute to the School's mission of preparing competent, ethical, and reflective social work professionals through teaching, program coordination, practicum support, and community engagement.

Assignments may include providing leadership or coordination in practicum education (MSW and/or BASW), supporting student success and engagement, and contributing to grant-funded initiatives or special projects. Specific responsibilities will be determined based on the program's needs and the candidate's qualifications and experience.

These positions include practicum instruction and program administration, but limited direct instruction in the classroom.

1) Director of Practicum Education — Job Summary

The Director of Practicum Education provides strategic leadership, oversight, and continuous improvement for all practicum programs within the School of Social Work, including the BASW and MSW programs across all program options (Pathway, Palm Desert Campus, and San Bernardino Campus). The Director leads and supervises practicum coordinators, faculty field liaisons, and practicum staff to ensure the effective implementation, assessment, and enhancement of practicum education. The Director stewards program policies and procedures; ensures accreditation and compliance; coordinates student placement and support; leads affiliation agreements and agency partnerships; manages practicum data systems and reporting; and guides faculty and practicum personnel in delivering a coherent, competency-based practicum experience. The Director collaborates across the School and with community stakeholders to align practicum operations, training, and evaluation with institutional standards and professional expectations.

Required Qualifications (for Director of Practicum Education)

- MSW degree (post 5 years)

Preferred Qualifications (for Director of Practicum Education)

- LCSW preferred.
- Program administration and leadership experience preferred
- Experience in teaching social work students at the BASW and MSW levels,

- in-person and online
- Experience as a liaison and/or as a practicum coordinator (post 2 years)
- Experience teaching or working with diverse student populations

2) Practicum Coordinator — Job Summary

The Practicum Coordinator supports the day-to-day implementation of the School's practicum program by working collaboratively with the Director of Practicum Education, practicum staff, and faculty field liaisons to coordinate placements and student support. The Coordinator facilitates communication among students, faculty, and agency instructors; maintains required documentation and data systems; and contributes to agency development, orientations, trainings, and program improvement efforts. The Coordinator ensures practicum processes, timelines, and standards are followed and collaborates with School leadership and community partners to promote student success and program quality. This assignment may have limited direct classroom teaching assignment.

Required Qualifications (for Practicum Coordinator)

- MSW degree (post 2 years)

Preferred Qualifications (for Practicum Coordinator)

- LCSW preferred
- Experience in teaching social work students at the BASW and MSW levels, in-person and online
- Two years experience as a practicum instructor and/or liaison **or** two years experience in training in social work practice
- Experience teaching or working with diverse student populations

3) Title IV-E Project Coordinator — Job Summary

The Title IV-E Project Coordinator provides administrative leadership and operational oversight for the School's Title IV-E child welfare program. This position is responsible for managing the recruitment and selection processes for Title IV-E students, overseeing student tracking and compliance with grant and accreditation requirements, and maintaining documentation and data systems to support program reporting and evaluation. The Project Coordinator oversees the integration of child welfare competencies into the curriculum, contributes to budget development and fiscal administration, and ensures adherence to grant guidelines and reporting timelines. In collaboration with child welfare partner agencies, university administrators, and the statewide Title IV-E program, the Coordinator supports program planning, communication, and continuous improvement efforts to advance high-quality child welfare education and workforce development.

Required Qualifications (for Title IV-E Project Coordinator)

- MSW degree (post 2 years)

Preferred Qualifications (for Title IV-E Project Coordinator)

- 2 years post-MSW child welfare experience
- Experience in teaching social work students at the BASW and MSW levels, in-person and online
- Two years of experience in program administration, coordination, or implementation, preferably within higher education or a social services setting
- Experience teaching or working with diverse student populations

4) Title IV-E Practicum Coordinator — Job Summary

The Title IV-E Practicum Coordinator provides leadership for the implementation and administration of the School's Title IV-E child welfare practicum program. Working collaboratively with the Director of Practicum Education, Title IV-E Program leadership at CSUSB, faculty liaisons, county and agency partners, and administrative staff, the Coordinator supports the recruitment, selection, and placement of Title IV-E students in approved public child welfare settings. The Coordinator collaborates with the Title IV-E program on stipend selection, student tracking, and compliance with grant and accreditation requirements, while maintaining documentation and data systems to support program reporting and evaluation. Additionally, the Coordinator facilitates the integration of child welfare competencies into the curriculum and advances practicum site development and training initiatives to promote high-quality learning experiences and workforce preparation for careers in public child welfare.

Required Qualifications (for Title IV-E Practicum Coordinator)

- MSW degree (post 2 years)

Preferred Qualifications (for Title IV-E Practicum Coordinator)

- 2 years post-MSW child welfare experience
- Experience in teaching social work students at the BASW and MSW levels, in-person and online
- Two years experience as a practicum instructor and/or liaison or two years experience in training in social work practice
- Experience teaching or working with diverse student populations

5) Title IV-E Practicum Support — Job Summary

The Title IV-E Practicum Support provides professional support for the School's Title IV-E child welfare practicum program through collaboration with the Director of

Practicum Education, the Title IV-E Program at CSUSB, faculty liaisons, and county & agency partners. This position contributes to the implementation of Title IV-E program objectives by providing supplemental or full supervision to Title IV-E students, partnering with child welfare agencies to enhance practicum learning experiences, and collaborating on stipend selection, student tracking, and compliance with grant and accreditation requirements. The IV-E Practicum Support maintains documentation and data systems to assist with program reporting and evaluation, facilitates the integration of child welfare competencies into the curriculum, and supports practicum site development and training initiatives to promote high-quality learning experiences and workforce preparation for careers in public child welfare.

Required Qualifications (for Title IV-E Practicum Support)

- MSW degree (post 2 years)

Preferred Qualifications (for Title IV-E Practicum Support)

- 2 years post-MSW child welfare experience
- Experience in teaching social work students at the BASW and MSW levels, in-person and online
- Two years experience as a practicum instructor and/or liaison **or** two years experience in training in social work practice
- Experience teaching or working with diverse student populations