



Social Work Fellowship Application Information Packet



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Social Work Fellowship Program Details

The fellowship is a one-year training program, which requires the postgraduate clinician to commit to 12 consecutive months, full time. The core training experience centers on the fellow's work as a clinician on one of these inpatient programs: [Hope Program for Adults](#), [Compass Program for Young Adults](#), [Adolescent Treatment Program](#) or the [Professionals Program](#). The clinical placements vary depending on the number of fellowship slots, thus acceptance to the fellowship is essentially acceptance to work at the clinic.

Life as a Fellow

Social Work Fellows participate as members of interprofessional teams and work directly with patients and their families, serving as a liaison between the patient, family and team. Social Work Fellows integrate diagnostic family formulations into treatment planning, weekly team meetings and team rounds with patients. Social Work Fellows conduct individual, group and family therapy sessions and are involved in advanced case management.

Senior social workers provide clinical supervision each week (at least one hour focuses on individual therapy cases and one hour focuses on family cases as well as team/group/unit dynamics). The theoretical orientation is integrative, broadly and flexibly psychodynamic, mentalization, cognitive behavioral, family systems and other empirically supported treatment approaches represented.

Didactic training includes a weekly Clinical Topics Seminar, Family Seminar, Group Dynamic Seminar, Clinical Case Presentations, the Four Psychologies Seminar and Baylor's Menninger Department of Psychiatry & Behavioral Sciences Grand Rounds (lived streamed to TMC campus). Menninger staff/Baylor faculty who work at The Clinic teach the seminars. Finally, an off-campus seminar at Baylor College of Medicine with a focus on Individual Therapy is taught by Dr. Glen Gabbard and Dr. Holly Crisp.

Requirements

All fellows are required to become licensed at the first level (LMSW). The fellowship meets criteria for one-year supervised experience toward licensure in the state of Texas toward the LCSW. Information about licensure can be obtained from the Texas [Behavioral Health Executive Council](#).

Candidates must have successfully graduated with a master's degree in social work (MSW, MSSW) from a graduate college or school of social work accredited by the Council of Social Work Education (CSWE). Concentration in clinical social work; specific background with individuals, families or groups; strong familiarity with DSM-5; or work with complex, treatment-resistant patients is strongly preferred.

Important Dates

The application deadline for the fellowship is January 29, 2021. We understand that graduation will not occur until the spring or summer of 2021 for many students; however, you are still eligible to apply. The fellowship begins on September 7, 2021.

Required Application Documents

1. Documents to Request and Mail In (must be received by Friday, January 29):

- Official Graduate Transcript
- 3 letters of reference with signature on the back flap of the envelope, place all 3 sealed envelopes in one package to be mailed in together. At least 2 of the references must be from a field or clinical supervisor.

2. Required documents to upload in the Menninger Human Resource Application Portal for the job “Social Work Fellow” (submitted by Friday, January 29):

- Résumé
- Cover letter (please address key points outlined below)
- Clinical paper or narrative report, de-identified (5-page limit, 12-point font size, double spaced)
- Process recording (5-page maximum; using preferred template below)
- Field evaluations: Final evaluation from 1st year placement and mid-term evaluation from 2nd year placement.

Cover letter that includes these points:

- Why are you interested in the Menninger Clinic Fellowship?
- What are your professional strengths and challenges?
- Please describe the kinds of experiences you have had in your field and/or postgraduate work.
- Describe your caseload - indicate the number of cases; ages; modalities: individual, group, family/couple sessions; short-, long-term, or crisis intervention.
- Tell us how many supervisory hours you received in your internships.
- Outline the theoretical framework you use in your work and/or interest in learning in the fellowship.

Clinical Paper or Narrative Report:

- Consider a case that you feel highlights your clinical thinking. Include information about the patient (disguised), prompting event to seek treatment; history of illness and family history; case formulation where you outline your understanding of the patient’s struggle, theoretical framework you used in your work.

Process Recording (please use the template provided):

- A process recording is a written record of an interaction with a client. Process recordings require a student attend to interactions both between themselves and the client, then to reflect on the experience of sitting in the session, noticing emotions in themselves – what they wished they had said, potential worries or counter transference. Process recordings allow a deeper look at the clinical work and can aid in supervision. Written process recordings are an important part of social work education and training at Menninger. The application makes this request, both because it is an expectation that you will be writing them during the training year and for the review committee to experience your work with a client and your thought process in the interaction.

Process Recording – Additional Resources:

- If you are unfamiliar with a process recording, please consider researching them. Many schools of social work have resources online.

<https://www.socialworkdegreeguide.com/faq/what-is-process-recording/>

https://socialwork.columbia.edu/wp-content/uploads/2015/06/Process_Recordings_Handbook1.pdf

<https://www2.simmons.edu/ssw/fe/i/Urdang.pdf>

Process Recording Template

PROCESS RECORDING

Patient Name:

Location of Interview:

Date of Interview:

Individuals Present for Session:

Purpose/Goals for Session:

- Social Worker Purpose/Goals:

- Patient and/or Family Purpose/Goals:

Relevant Patient and Family Background/Identifying Information:

Verbatim Dialog	Student Feelings and Reactions	Observations and Analysis	Interventions

Interview Assessment: *(Reflect on the session as a whole. Was there a clear beginning, middle and end? How effective were you in achieving the stated purpose?)*

Briefly present your impressions of the patient situation: *(In this section, provide a brief summary of your analytical thinking about the entire interview. Were the goals met?)*

Plans for future action: *(Identify unfinished business and your thoughts about interventions you may wish to consider for future encounters. What have you and the patient(s) decided to work toward? What are the short-term goals? What are the longer-term goals?)*

Identify questions for the conference with your field instructor: *(What specific questions do you have for your field instructor, e.g., about how to keep the focus clear, what to do when a client displays anger, sadness, resistance, etc., what to do with silences.)*

Frequently Asked Questions

When does the fellowship start?

First Tuesday after Labor Day. Concludes the last business Friday of August to allow 12 months of learning.

How long does it last?

The fellowship is a one-year training program, a commitment to 12 consecutive months, full time.

In what part of the hospital do fellows work?

The core training experience centers on the fellow's work as a clinician on one of the hospital inpatient programs (HOPE, COMPASS, Professionals, Adolescent). This allows a high level of support, as we work on interprofessional teams, and our teamwork helps manage the challenges of working with the population we treat.

What are "supervision hours" for the cover letter?

We are asking you to total the amount of supervision you received in internships or post-MSW training. Typically, you are having weekly supervision; some may have group supervision. This is not supervision towards clinical licensure unless you have already graduated from your master's program.

The application deadline is Friday, January 29, 2021, but I don't graduate until May 2021 or even August 2021.

Can I still apply?

Yes. By the start of the fellowship in September, we expect you to have graduated and passed the licensing exam.

Can I work while I am in the Fellowship?

The fellowship is a full-time, 40-hour job, Monday through Friday; 8am – 5pm. It is quite rigorous. Fellows often might have another job to supplement their income.

Does my process recording have to be the same person I write about in the clinical paper?

No, however, consider that these two documents are your efforts to demonstrate your thinking and practice, which allows a committee reading your application to assess your burgeoning clinical mind.

Are the didactics and supervision hours part of the 40 hours or it is additional?

The seminars and supervision are included in the 40 hours of work. You will not have to pay for supervision.

Where do Fellows typically go after Menninger?

We have a strong "train to recruit" from our fellowship. However, many fellows have found positions at local agencies in Greater Houston such as the VA, Hospital Systems, IOPs/PHPs, others have moved out of state and secured position in strong clinical treatment focused programs.

Typical case load for a social work fellow?

You will build to 3 family cases, 2 individual therapy cases, and 2 group therapies.

On average, how many clinical supervision hours will a fellow get in 1 year?

If you submit your supervision plan promptly, you should anticipate completing 50 hours of individual supervision.

Who should write my letters of recommendation?

You should consider who can speak to your clinical skills, your ability to be a learner, your professionalism, and ability to be flexible/adaptable and a team player. We require 1 recommendation to be from a clinical supervisor.

Interviews and Decisions

After you submit your application, a review team of social workers read all the applications. You will then be scheduled for a Zoom interview in early March. You may have a total of 2 zoom interviews scheduled during business hours.

Be prepared to talk about your clinical work (de-identified) and think about questions you would like to ask so that you can also learn about Menninger and the fellowship. As we are interviewing you, you are also interviewing us. To embark on a fellowship year is an important decision.

Decision for the Fellowship slots are made in early April. We typically make decisions based on a system of offer/alternate/decline. Historically, we have often brought someone initially told they were an alternate, into the fellowship class.

Final Thoughts

We recommend you also consult with your supervisors, faculty field instructors, and faculty for aspects of the application process that may be unfamiliar. E.g., if you are not used to writing process recordings, we strongly recommend you discuss this with your supervisor to help consider what aspects of your clinical work you may want to highlight.

We read every application thoroughly and thoughtfully, so be prepared to discuss what you submitted. We value the time you have taken to apply and look forward to a rich interview.

For any questions, please contact Elizabeth Castellon, LCSW, Associate Director of the Social Work Fellowship at ecastrellon@menninger.edu