♦ Provide administrative contact, services, and coordination between community-based sites and the university.
♦ Approve agency applications and conduct site visitations.
♦ Function as a liaison between community agencies and students, faculty, and staff.
♦ Holds Agency Orientations and Fieldwork Days on an annual basis.
♦ Facilitate connections between the students and internship sites.
♦ Assist students in exploring their academic and professional goals.
♦ Intervene only in the event that a problem cannot be resolved by the Fieldwork Instructor and student.

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