CET SYLLABUS FOR THE SELECTION OF ASSISTANT PROFESSORS IN COLLEGIATE EDUCATION – SOCIAL WORK

Unit I Social Work Profession

Concept of Social Work, Social Work Profession, Methods of Social Work

Development of Social Work in UK, USA and India, Charity Approach to Social Work Profession

Ideologies and Movements in Social Work Practice: Christian Ideology, Islam, GandhianIdeology and Ambedkar's Ideology, Hindu Social Reform Movements

Social WorkValues and Code of Ethics

Challenges of Social Work Practice in India

Unit II   Indian Social System

Indian Families: Joint and Nuclear, Unity in diversity, Caste System: dominant castes, Recent trends in caste system, Religion, Status of Women in India

Indian Economic System - Traditional agricultural and Modern industrial systems, Unemployment, Globalization and emerging trends

Polity: Indian Democracy, Indian Constitution, Political parties, Religion-Region and language in Politics, Caste and Politics.

Marginalised Groups: Scheduled Castes, Scheduled Tribes, Women, Children, Differently Abled and Elderly – their problems, programmes and policies for their development.

Social Problems: Corruption, Terrorism, Commercial sex work, Poverty, Communalism, Cyber Crime, Child labour, Violence against women

Unit III   Social Case Work

Social case work – Concept, purpose, characteristics, process and approaches, evolution.

Characteristics of Case Worker – Client Relationship

Skill and techniques in social case work – Tools and techniques like recording, home visits Interview, observation

Role of social workers in various settings – Therapeutic approach to person, problem, place and process

Social diagnosis and social treatment

Application of Case Work in social settings like – Community, Educational Institutions, Hospitals, Correctional Institutions, Industries – Management of various welfare facilities for workers using case work principles

Unit IV   **Group Work**

Group work as a method of social work – Historical evolution of group work

Principles, skills and values of social group work – Approaches and Models in Group Work practice – Therapeutic Group work – Task- oriented group work.

Group formation – Group purpose – social workers skill in preparing the group environment – Factors of group formation

Group work process –Analysis and assessment – Treatment – Evaluation and termination

Stages of Group Development

Group Work skills – Using of programme media and participatory training methodologies – Buzz group, role play, brain storming etc.

Application of sociogram in group process — conflict management and group dynamics

Group formation in various settings

Unit V   **Community Organisation**

Community Organisation: Concept, objectives, principles and scope, emerging trends
Models of Community Work Practice: Rothman's three models – locality development, social planning and social action
Process of Community Organisation

Role of Participatory Rural Appraisal, Self Help Groups, Community Based Organisations and Non- Governmental Organisations in effective Community Organisation

Local Self Government, Panchayath Raj Institutions and Social Welfare Programmes and their role in enhancing Community development

Skills and Roles of Community organisation practitioners.

Unit VI   Administration

The concept of Administration and Social welfare Administration – Formation of Social Work based organisation – Registration of NGOs under the Societies Registration Act, Indian Trust Act and Cooperative Society's Act

Financial Administration – Budgeting Fund Raising for social welfare organisation and NGOs

Accounting and Auditing and the concept of financial transparency – Indian Income Tax Act.

Programme Administration – Programme/ Project Planning – Project proposal – skill of developing Project proposal.

Unit VII   Social Work Research and Statistics

Concept of Social Work Research: Process of Social Work Research, Preparation of Research Proposal

Research Design, Sampling: Probability Sampling, Non Probability Sampling.

Sources of Data: Primary Sources: Observation, Interview and Questionnaire. Secondary sources of Data.

Data Processing: Editing, Coding and Tabulation, Statistical Method: Measures of Central Tendency, Measures of dispersion, Correlation and regression, Chi-square test

Data Analysis and Report Writing: Data Analysis and Interpretation, Reporting, Use of Computers in Data Processing.

Unit VIII   **Social Action**

Social Action: Meaning and definition, Objectives, Need and emerging trends

Principles and strategiesof Social Action

Pre-independent and post-independent Social movements, social reformers and social activists in India

Issues of Social Justice, Civil rights, Human rights, national and international institutions and organisations to promote human rights

Legislations to protect human rights in India with special reference to vulnerable groups and communities

Unit IX   **Social Policies**

Social policy – concept, goal, types

Need for social policies

Major policies in India related to Health, Industries, Education, Environment

Major policies for development of Women, children, youth, persons with special needs, Scheduled Castes, Scheduled Tribes, the homeless and the elderly

Blocks in implementing social policies

Unit IX   Special Areas in Social Work Practice

A. Human Resource Management and Labour Welfare

 principles and approaches – Problems of Industrial labour in India – Collective Bargaining – workers' participation in management

Labour Legislations with special reference to Factories Act , Trade Union Industrial disputes, Employees' state Insurance, Wages, Gratuity, P.F Bonus and other statutes pertaining to plantation, Mines etc.

HRM in practice from procurement to superannuation – Human Resource Accounting, HR Auditing, HR Records, MIS for the HR executive.

Strategic HRM – Innovations and challenges in HRD – Employee engagement – CSR and Corporate Governance

B. Counselling

Therapeutic Counselling – Theories of counselling – Attributes of a professional counsellor

Methods and approaches to therapeutic counselling Neuro Linguistic Programming – Cognitive therapy and counselling Psycho Analytic approach to counselling – Carkuff's Model

Therapeutic Counselling in the field of Pre-marital, marital, couple and family counselling , Domestic violence and counselling– Industry Counselling – School counselling – counselling and psycho therapy.

C.   Community Development

Sustainable development – definition, principles

Importance of understanding the characteristics and power dynamics of tribal, rural and urban communities

 Process of Project management

Critique of formal system of education, perspective of Freire, Illich and Marx. Gender issues in formal education.

Historical background of adult education in India. National policy on Adult Education; National Literacy Mission; Total Literacy campaigns, Continuing Education Programmes in India.