



Univerzitet u Sarajevu
University of Sarajevo



FAKULTET
POLITIČKIH
NAUKA



INSTITUT ZA
DRUŠTVENA
ISTRAŽIVANJA
FAKULTETA POLITIČKIH NAUKA
UNIVERZITETA U SARAJEVU



12 CLASSES

3 SEMESTERS

90 ECTS

Department of Social Work

SUPERVISION OF HELPING PROFESSIONS

Specialist Study

University of Sarajevo - Faculty of Political Sciences

If you are interested or would like to learn more about the study, contact us:



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ACADEMIC PROGRAM

Specialist Study

“Supervision of Helping Professions”

Publisher

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Motivation for Initiating the Program

Supervision is essential in the professional work and development of all those who work directly with people (psychologists, social workers, social pedagogues, education and teaching staff, healthcare workers). Supervision helps professionals develop in their workplace, providing high-quality services in an efficient and positive manner.

Through a modernly designed, scientifically researched, and practically relevant study program, the aim is to address the challenges faced by both global and Bosnian-Herzegovinian societies in the field of supervision.

Organizations and services that provide supervision to their employees become learning organizations themselves, offering professionals the opportunity to strengthen their competencies and engage in lifelong learning.

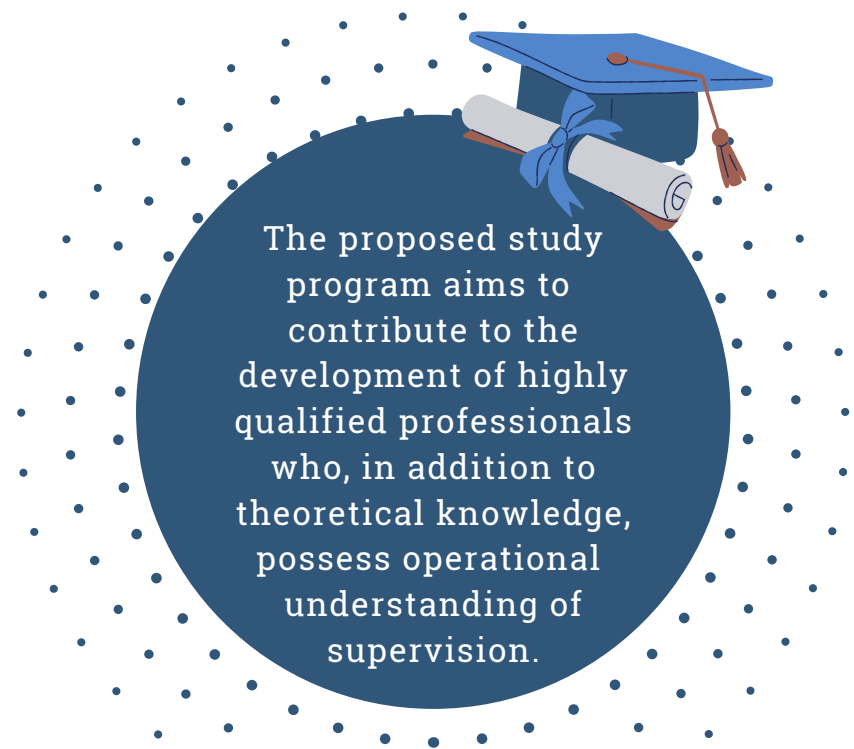




The Importance of the Specialist Study Supervision of Helping Professions

Supervision is another profession that requires supervisors to have theoretical knowledge about supervision, as well as practical experience in receiving supervision, experience, and training in conducting supervision, the quality of which is guaranteed by education and the selection of supervisor mentors. Supervision within education has several levels: supervision of participants' direct practical work, supervision of professionals in helping professions, and meta-supervision, i.e., supervision of supervision of participants in education.

This program will contribute to **strengthening the social protection system** in the Federation of Bosnia and Herzegovina and lead to improving the quality of service in social welfare centers and other institutions focused on working with clients, as well as in other areas of helping professions.



The proposed study program aims to contribute to the development of highly qualified professionals who, in addition to theoretical knowledge, possess operational understanding of supervision.

1. GENERAL PART

1.1. PROGRAM TITLE

Supervision of Helping Professions

1.2. PROGRAM TYPE

Academic program

1.3. PROGRAM LEVEL

Specialist Study - 90 ECTS (three semesters)

1.4. PROGRAM OBJECTIVES

Through a modernly designed, scientifically researched, and practically relevant study program, the aim is to educate professionals for supervision services, which also involves certification by the relevant ministry. Additionally, this supervision will create support to harness existing knowledge and experience to enhance efficiency and professionalism in client work. New pedagogical skills in working with students and knowledge about supervision necessary in social work and the broader field of helping professions will be acquired. This will improve existing knowledge and pedagogical skills to be applied in teaching students, ultimately creating working conditions that will serve as the basis for changing legislative regulations at the level of the Federation of Bosnia and Herzegovina and cantons.

Trained supervisors in helping professions and social welfare will acquire the skills and knowledge necessary to prepare and conduct successful supervision in their daily work. The long-term impact of this education will be the implementation of supervision for professionals in helping professions, social workers, and other professionals working in the social sector and in their work environment.

The implementation of supervision in institutions and organizations will contribute to increasing awareness of the benefits that supervision provides for professionals in helping professions and in social welfare.

1.5. PROGRAM ADMINISTRATOR

University of Sarajevo - Faculty of Political Sciences, Department of Social Work. The study will be conducted with the participation of faculty members and associates from the Faculty of Political Sciences at the University of Sarajevo, visiting professors, as well as experts from practice.

1.6. SCIENTIFIC/ARTISTIC FIELDS OF THE PROPOSED STUDY PROGRAM

The proposed study program belongs to the scientific field of "Social Work", "Pedagogy", "Psychology", "Educational-Rehabilitation Sciences", "Health Studies", "Law", "Theological Sciences", and other helping professions.

1.7. ORGANIZATION AND DURATION OF THE STUDY PROGRAM

Specialist Study: "Supervision of Helping Professions" is conducted over three semesters, with the completion of 90 ECTS credits planned.

1.8. MINIMUM ECTS CREDITS REQUIRED FOR PROGRAM COMPLETION

90 ECTS credits

1.9. LANGUAGE OF INSTRUCTION

The entire study program is conducted in Bosnian/Croatian/Serbian language, with the possibility of teaching in English.

1.10. ADMISSION PROCEDURES FOR THE STUDY PROGRAM

Applications for enrollment in the first year of the specialist study are done online through the eUNSA information system at <https://upisi.unsa.ba/#/landing/>. Applicants need to register and follow the instructions for filling out the data and attaching the necessary documentation. During the application process, the Faculty verifies the complete documentation and checks the fulfillment of admission requirements, informing candidates about any deficiencies in their application that can be supplemented until the end of the application period.

Admission requirements:

Candidates eligible for enrollment in the program are those who have completed the second cycle of university education, an integrated academic study, or a graduate study under the pre-Bologna system of studies, which, through the established procedure of equivalence, is equivalent to the second cycle of university education or integrated academic study.

Preferably, candidates should have work experience in the field of helping professions (psychologist, educator, andragogist, social worker, special education teacher, subject teacher, professor, or other helping professions).

Additional documentation[1]

- Diplomas, certificates, confirmations, etc., which will be scored and which provide the opportunity to enroll in studies, meet conditions, additional education, and supervision).
- Diplomas and certificates obtained through other formal and informal forms of professional development and training that fall under publicly valid documents and are related to professional development/specialist education in helping professions (diplomas and certificates will be scored).

The precise documentation and conditions for enrollment will be outlined in the Call for Applications.

[1] It's not a condition for enrollment; it serves the purpose of ranking candidates.

1.11. QUALIFICATIONS OBTAINED UPON PROGRAM COMPLETION

Upon completion of the study (including the defense of the final thesis), the title "Academic Specialist in Supervision of Helping Professions" is obtained.

1.12. ANALYSIS OF STUDENT EMPLOYMENT OPPORTUNITIES AFTER COMPLETING THE STUDY PROGRAMS

The obtained title of Academic Specialist in Supervision of Helping Professions provides a basis for further education at the doctoral level in the fields of social work, pedagogy, psychology, and other helping professions.

The professional training of students at this level of study is aimed at creating real opportunities for work as supervisors in:

- Organizations and bodies within the social welfare system;
- Healthcare institutions;
- Schools;
- Religious communities;
- Non-governmental organizations;
- The private service sector;
- And all other areas of helping professions.

1.13. PROGRAM PROGRESSION

Upon completion of the Second Cycle of study at the Department of Social Work, Faculty of Political Sciences, University of Sarajevo, continuation of education at the Third Cycle of study (doctoral studies) is enabled, considering that this study program is organized at the Faculty of Political Sciences (scientific field: Social Work).

In international frameworks, there is the possibility of horizontal mobility within EU member states that have complementary study programs, as well as within Bosnia and Herzegovina. Regarding vertical mobility, students are enabled to continue their education at the third cycle of study (min. 300 ECTS) or the second cycle of study (min. 240 ECTS) at other higher education institutions in Bosnia and Herzegovina and/or EU member states after completing the First or Second Cycle of study.

1.14. GRADING SCALE AND ASSESSMENT

The grading scale and assessment are harmonized with the applicable legal regulations in the field of higher education (Law on Higher Education of the Sarajevo Canton) and the Study Rules for the I and II Cycle of studies at the University of Sarajevo. The final success of the student after all prescribed forms of knowledge assessment defined by the syllabus is evaluated by a system comparable to the ETCS system, i.e.,

10 - (A)	95 – 100 points	Exceptional success with minor errors
9 - (B)	85 – 94 points	Above average, with occasional errors
8 - (C)	75 – 84 points	Average, with noticeable errors
7- (D)	65 – 74 points	Generally good, but with significant shortcomings
6 - (E)	55 –64 points	Meets minimum criteria
5 - (F, Fx)	less than 55 points	Does not meet minimum criteria and requires significant improvement

1.15. QUALITY ASSURANCE

At the Faculty of Political Sciences, University of Sarajevo, there is a Quality Assurance Committee, which regularly evaluates the work of teachers and collaborators by students. The same Committee will ensure quality control within the mentioned study program. Also, the Quality Assurance Committee of the Faculty of Political Sciences, University of Sarajevo, in accordance with the Regulations on the Quality Assurance and Management System at the University of Sarajevo, constantly carries out activities defined by the regulations as well as the entire quality management system at the University of Sarajevo.

2. PROGRAM DESCRIPTION

2.1. LEARNING OUTCOMES AT THE PROGRAM LEVEL

When developing the Teaching Plan and Program, learning outcomes of each course are listed within the SP2 form, enabling the identification of the following learning outcomes generally aligned with the labor market: Upon successful completion of the "Supervision of Helping Professions" education program, participants will achieve the following general and specific learning outcomes:

Knowledge and Understanding

Upon completion of the program, participants will be able to:

- demonstrate an expanded knowledge and understanding of various theoretical perspectives relevant to social and psychosocial work, in the supervision of helping professions, and supervision in the field of social and child protection;
- display enhanced knowledge of various methods and techniques relevant to the supervision of helping professions and in the field of social and child protection, based on proven experience;
- demonstrate knowledge of theories and methods of adult learning and communication in practical work and in supervising professionals in helping professions, as well as in the field of child and social protection;
- show awareness of the importance of organization and leadership for supervising professionals in helping professions and in the field of child and social protection, as well as for the professional and personal development of helpers.

Skills and Abilities

Upon completion of the program, participants will be able to:

- think independently and apply various theoretical perspectives and methods relevant to social and psychosocial work and in the supervision of helping professions;
- understand and analyze the significance of contracts and agreements for establishing working alliances and relationships in supervision, both with each member of the supervision and with the supervision group;
- understand relationships from the perspective of different learning styles and communication of supervisees in the process of supervision;
- understand and analyze the supervisory issue and the supervision process;

- recognize and understand the importance of culture, gender, age, class, and ethnic background for the supervision process;
- identify, analyze, and apply relevant aspects of ethics and power for supervision;
- establish, develop, maintain, and terminate professional relationships in supervision;
- identify and manage conflicts at individual and organizational levels in supervision;
- present and explain the significance of supervision and the role of the supervisor for the professional and personal growth and development of supervisees/professionals in helping professions;
- support the professional development and professional identity of supervisees.

Ability to Evaluate and Professional Approach

Upon completion of the program, participants will be able to:

- assess and apply theories, appropriate methods, and interventions in various forms and contexts of supervision of helping professions;
- demonstrate an understanding of the importance of collaboration with management and leadership of the supervisees' organization based on their role as supervisors;
- demonstrate the ability to approach supervisees professionally, ethically, and empathetically;
- develop increased self-awareness and professionalism in their role as supervisors of helping professions;
- identify their own need for additional knowledge about supervision of helping professions;
- gain insight into the importance of continuous development of their competence as supervisors;
- demonstrate awareness of ethical aspects, research, and professional development in the field of helping professions.

2.2. LIST OF MANDATORY AND ELECTIVE SUBJECTS

I year, I semester	Classes	ECTS
1.	Introduction to Supervision (SPP 100 UUS)	3 ECTS
2.	Supervision of Helping Professions (SPP 100 SPP)	7 ECTS
3.	Group Processes and the Supervisee's Perspective (SPP 100 GPIPS)	5 ECTS
4.	Supervision Models and Techniques for Supervision Leadership (SPP 100 MSITVS)	5 ECTS
5.	Methodological and Process Supervision (SPP 100 MIPS)	4 ECTS
6.	Supervision of Direct Professional Work and Meta-Supervision (SPP 100 SNSIMS)	6 ECTS

I year, II semester	Classes	ECTS
1.	Supervisor's Perspective (SPP 100 PS)	4 ECTS
2.	Unconscious Processes in Treatment and in Supervision (SPP 100 NPUTIUS)	8 ECTS
3.	Supervision as Prevention and Protection of Mental Health of Helpers (SPP 100 SKPIZMZP)	10 ECTS
4.	Supervision and Meta-Supervision I (SPP 100 POISIMSI)	8 ECTS

II year, I semester	Classes	ECTS
1.	Reflection, Evaluation, and Conclusion of the Supervision Process (SPP 200 REIZSP)	3 ECTS
2.	Supervision and Meta-Supervision II (SPP 200 POIISIMSII)	7 ECTS
3.	Preparation and Defense of the Final Thesis (SPP 200 IZR)	20 ECTS
	IN TOTAL	90 ECTS

2.3. STUDY STRUCTURE AND ENROLLMENT IN THE NEXT SEMESTER

S obzirom da je Supervizija specifična profesija, već tokom studija se zahtijeva posjedovanje i razvijanje sposobnosti vođenja supervizije, usporedo sa teoretskim predavanjima. Da bi se ovo omogućilo na studijima, predmeti se ne izučavaju (izvode) paralelno, nego se nadovezuju jedan na drugi gdje se zahtijeva teoretsko znanje sa prethodnog predmeta tako i praktično znanje vođenja supervizije.

2.3. STUDY STRUCTURE AND ENROLLMENT IN THE NEXT SEMESTER

The theoretical subjects are taught in the following sequence, and each subsequent subject requires the prior completion of the previous subject:

1. Introduction to Supervision
2. Supervision of Helping Professions
3. Group Processes and the Supervisee's Perspective
4. Supervision Models and Techniques for Supervision Leadership
5. Methodological and Process Supervision
6. Supervisor's Perspective
7. Unconscious Processes in Treatment and in Supervision
8. Supervision as Prevention and Protection of Mental Health of Helpers
9. Reflection, Evaluation, and Conclusion of the Supervision Process

"Supervision of Direct Professional Work," "Provision of Supervision in Practice," and "Meta-Supervision I and II" are practical subjects that run concurrently with the theoretical teaching (they are taught alongside all other subjects).

The preparation and defense of the final thesis take place in the third semester of the study.

2.4. LIST OR CONDITIONS FOR SELECTION OF SUBJECTS THAT STUDENTS CAN CHOOSE FROM OTHER STUDY PROGRAMS

There are no such subjects.

2.5. DOCUMENTATION METHOD FOR 30 ECTS PRACTICAL TRAINING

Within the study program, practical training is provided in all subjects. Knowledge acquired through lectures by industry experts and field visits will be integrated into the credit structure of the course and assessed through tasks defined in the syllabi of specific subjects.

This program is not a teaching program.

2.6. INFORMATION ON PROGRAM COMPLETION METHOD

The student completes the Specialist Study Program (90 ECTS) and is awarded the title "Academic Specialist in Supervision of Helping Professions."





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