Child Welfare Training and Advancement Program (CWTAP) Application Packet

The Child Welfare Training and Advancement Program is administered in partnership between Washington State Department of Social and Health Services (DSHS) Children’s Administration (CA), and Eastern Washington University (EWU) and the University of Washington (UW) Schools of Social Work. The CWTAP provides an educational benefit for those committed to working with children and families in the public child welfare system.

CWTAP is available to any student accepted into the Masters of Social Work (MSW) programs at EWU or UW. Permanent CA employees are encouraged to apply.

The applicant must fulfill the following requirements for acceptance into CWTAP:

- Be accepted into an MSW program at EWU or UW
- Complete CWTAP student application form
- If a current CA employee, complete CA Employee Certification Form
- Submit a current resume
- Provide two letters of recommendation that support the applicant’s suitability for a career in public child welfare:
  - For permanent CA employees: One of the two letters of recommendation must come from the employee’s direct supervisor and include sign-off by the employee's regional administrator.
  - For non-CA employees: It is recommended that one of the two letters come from a current or former supervisor.
- Submit a type-written, two-page essay on applicant’s interest in a career in public child welfare
- Submit to a DSHS criminal history background check of Washington State Patrol and (if applicable) FBI records, and a CAMIS check for founded child abuse/neglect
- Participate in a panel interview and receive a positive recommendation from that panel
- Complete an Employment Eligibility (I-9) form and supply supporting documents;
- Sign a CWTAP Participant Agreement
- Be willing to commit, upon acceptance into the CWTAP, to a specified period of employment with CA following graduation
- MSW applicants who do not hold permanent employment status with CA at the time of graduation must be prepared to accept a CA position wherever available, statewide

PLEASE MAIL ALL APPLICATION MATERIALS DIRECTLY TO THE PROGRAM COORDINATOR AT THE SITE YOU ARE APPLYING TO: ALL ADDRESSES ARE LISTED ON APPLICATION CHECKLIST PAGE