

PROFESSIONAL ENGLISH for Social Work 社会工作专业英语

Yang Hui(杨慧) © 编著



中央民族大学出版社
China Minzu University Press

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——“社会工作专业英语”课程教材——

PROFESSIONAL ENGLISH
for Social Work
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民族学社会学教材与研究丛书

总 序

民族学与社会学学院的前身是建立于 1952 年的中央民族学院研究部。在 20 世纪五六十年代，研究部曾汇聚了中国大部分民族学与社会学的顶尖人才，如中国民族学与社会学的开拓者潘光旦、吴文藻、杨成志、吴泽霖、费孝通、林耀华和李有义等人以及他们的学生陈永龄、宋蜀华、施联朱、王辅仁、吴恒和王晓义等著名学者。

20 世纪 80 年代初，研究部更名为民族研究所，不久又建立了中国第一个民族学系，20 世纪 90 年代扩大为民族学研究院，2000 年更名为民族学与社会学学院。半个世纪以来，名称和建制的变化，并没有影响她致力于民族学教学与研究的宗旨，经过几代人的努力，从该院毕业的民族学专业的学士、硕士和博士已遍布全国各地，多为栋梁之材。同时出版了大量在国内影响巨大的专著和教材。如潘光旦、吴文藻、费孝通等人的文集，林耀华先生主编的《民族学通论》、宋蜀华先生的《民族研究文集》、陈永龄先生的《中国民族学史》（英文版），还出版了全所历年研究成果的论集《民族研究论文集》（1981—1993 年，共九册），这些出版物的共同特点是，以实地调查的材料为基础，以中国的 56 个民族为主要研究对象。几十年来，这已成为我院几代人的学术传统。

民族学（文化人类学）毕竟是一个自西方传来的学科，在中国发展历史较短，几十年来又多次受政治运动的干扰，所以与我国一些传统的老学科相

比,中国的民族学无论在专业的理论、方法和研究成果方面,都是一个比较年轻、比较薄弱的学科。因此,今后本学科的重点是加强民族学专业的基础理论和方法的建设。为此,我们认为需要长期坚持两个方面的工作:

一、积极了解和借鉴国外学者有关的理论、方法和实践。这就要求我们既要翻译、介绍国外一些经典的名著,又要随时掌握国外研究的动向,将其最新的代表性作品翻译介绍给国内的读者和同行。

二、也是更重要的一个方面,继承我院 50 年来的传统,坚持实证性的研究方法,以中国的 56 个民族为主要研究对象,紧密联系实际,加强实地调查,以此为基础,进行理论总结,为建立独树一帜的、有中国特点的民族学理论而努力。

我们认为有必要使我们的学科建设和理论研究进一步系统化、规范化,并且在研究成果的基础上不断更新我们的教材。因此,我们于 2000 年成立了“民族学教材与研究丛书编委会”,目的是以民族学与社会学学院为基础,系统地编辑出版民族学专业的教材和以实证性研究为主的专著、调查报告和论文。

编委会将重点支持以下内容的教材和著作:

1. 民族学专业主干课和紧缺的必修课教材。
2. 以实地调查资料为基础的专题研究著作。
3. 国外民族学名著或前沿理论与方法的译著。
4. 有重要学术资料价值且规范的田野调查报告。
5. 本院教师实证性研究的论文集。

我们要求教材的编写者,应具有多年讲授该课程的资历,并且发表过有关的研究论文。我们要求丛书中的教材和论著应参考并引用国内外最新的相关研究成果,能够与国际学术界对话。

我们希望经过若干年的努力,本套丛书能够为民族学与社会学学院 50 年学术传统的发扬光大,为中国民族学学科的建设和中国民族学在国际学术界中较高地位的确立做出贡献。

杨圣敏

Foreword

Special Thanks to Professor H. Ding and Professor G. Y. Ren, as well as other leaders of Faculty of Ethnology and Sociology, Minzu University of China, who have paid high attention to the writing of this book and my studies on professional English for social work.

In 1987, I became a preschool student. Since then, I have never left the schools: primary school, junior and senior high school in my hometown, a county, Hebei Province, bachelor and MPhil studies in Nankai University, PhD study in the University of Hong Kong, and then as a teacher in Minzu University of China. Up to now, I have been in schools for almost 27 years-as a student for 23 years, and as a teacher for about 4 years (till March, 2015). When writing this, I can't help tearing down. It is such a long and hard journey! It is much likely that I will spend the rest time of my life in schools before retiring. So, this is my life, and I have decided to contribute myself to the education career, especially the social work education and research.

Social work is my major, and this has not been changed either. In the study of social work, this profession as well as the teachers gave me a lot, which promotes my personal and professional growth. In the teaching of social work, I also want to give something to my lovely students. This textbook is one piece of them. We, Chinese social work students, have been told since the day we met this profession, that social work in China is "borrowed" from other countries or areas, such as American and European countries, Hong Kong, and so on. The majority of textbooks were translated from foreign materials. In recent years, social work education, study and practice have well developed in China, and so many local experiences have been published that we do not have adequate time to review them all. Thus, it is necessary for us to partici-

pate in a broader platform, which is the international communication on social work. To do this, it is important for the Chinese students to know well the professional English for social work.

This textbook seeks to serve the students' basic need of professional English for social work.

Section I is about the understanding, theories, and practice of social work. The theme is to know the professional knowledge of Social work and to understand the development of social work in China. Section II includes the introduction to human service organization and the related Managerialism, strategic planning, performance management, and human resource management. The theme is to understand the dynamics of management process in human service organizations and to practice techniques of human service organization management. Section III is about social policy and social welfare, especially its history and current situation in China. The old-age pension system, unemployment insurance, medical insurance system and social assistance are reviewed. The theme is to know the professional knowledge of social policy and social welfare and to understand the development of social welfare in China. Social work research is added as the last section. The theme is to do social work research in English and to master and practice the effective academic presentation skills in English. My experience in doing qualitative research design, data analysis, proposal writing, and academic presentation is summarized and attached as appendix for critical thinking. I carried out the compilation and editing of the whole manuscript.

Great thanks to Professor Joe C. B. Leung (Department of Social Work and Social Administration, the University of Hong Kong) , for his supervision and help in my PhD study life in the University of Hong Kong, and also for his significant advice to me about this textbook.

Great thanks to all the scholars and practitioners, Chinese or foreign, who have contributed to the knowledge this textbook covers. I am obliged to make an acknowledgement to these respectable people: the time spent on collecting related literatures is so long that the sources of some have been out of touch, and have not been cited. However, the value of these materials to the students is deniable. Everything here is to help them know more, in no commercial use.

Great thanks to my family, especially my son, a three-year old boy. I have spent almost a year in doing this book, thus little time joining him. Thanks for their love and support.

Great thanks to all of you, who are in the social work journey.

H. Yang

(杨慧)

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Section I: Social Work

Theme

- ♦ **To know the professional knowledge of social work**
 - ♦ **To understand the development of social work in China**
-

Chapter One Understanding of Social Work

1.1 Definition of Social Work

The much-used historical definition

Social work seeks to enhance the social functioning of individuals, singly and in groups, by activities focused upon their social relationships which constitute the interaction between man and his environment. These activities can be grouped into three functions: restoration of impaired capacity, provision of individual, social resources, and prevention of social dysfunction (US Council on Social Work Education, 1959) .

Key words: enhance, social functioning, social relationships, restoration, provision, and prevention

The more authoritative definition

Social work recognizes the complexity of interactions between human beings and their environment, and the capacity of people both to be affected by and to alter the multiple influences upon them including bio-psychosocial factors. It bases its methodology on a systematic body of evidence-based knowledge and draws on theories of human development, social theory and social systems to analyze complex situations and to facilitate individual, organizational, social and cultural changes (The International Federation of Social Workers, 2000) .

Key words: interaction, capacity, bio-psychosocial factors, evidence-based knowledge, theories, and changes

A definition compassing micro-and macro-social work

Social work is a professional and academic discipline committed to the pursuit of social welfare, social change and social justice. The field works towards research and practice to improve the quality of life and to the development of the potential of each individual, group and community of a society. Social workers perform interventions through research, policy, community organizing, direct practice and teaching (From Wikipedia).

Key words: social welfare, social change, social justice, quality of life, development of the potential, interventions

1.2 Social Work as A Profession and Discipline

Social Work is both a profession and a discipline, and the structural map is as what Figure 1.1 shows. Knowledge, values and ethics, skills, and process constitute the social work profession and discipline, and the good social work practice also integrates these four parts.

1.3 The Premises of Social Work

- (1) The person is important;
- (2) He or she has personal, group and community problems resulting from interaction with others;
- (3) Something can be done to alleviate these problems and enrich the individual's life.

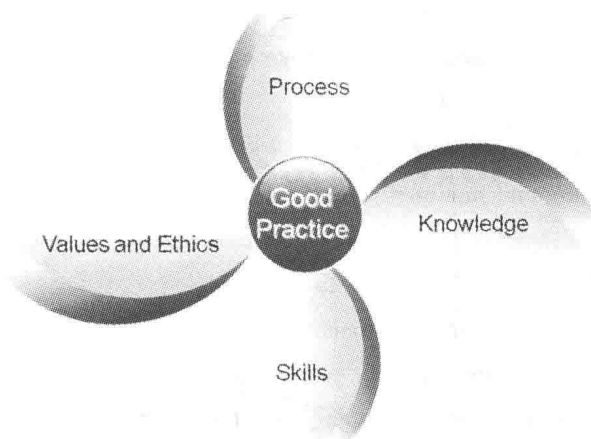


Figure 1.1 Structural map of social work

1.4 Characteristics of Social Work

(1) Focus is on the wholeness and totality of the person encompassing the person, environmental factors, and behaviors.

——To stress total person in the total environment.

(2) Relationship (feeling tones between social worker and clients) is the key in social work practice.

——To make it possible for the client to face and solve his or her problems by sharing and helping with understanding and acceptance in an emotionally supportive relationship.

(3) Emphasis is on the importance of the family in modeling and influencing behavior.

——To understand the principles underlying family interaction and to work with the family as the basic unit for improving social functioning.

(4) Utilization of community resources in helping people to solve problems is very important.

——To have a comprehensive knowledge of community resources and are able to tap them to meet the needs of their clients.

(5) Social work has an orientation in psychiatric concepts and places considera-