

MSW Intern Job Description

Grace and Mercy, Hopkinsville, KY

When a contract is accepted with an MSW Intern, employment criteria includes the following:

- She will be a Christian woman since this is a Christian Women's Ministry;
- She must have completed at least a Bachelor's Degree in Social Work or Counseling and be working toward a master's degree.
- She must have a loving, caring spirit for broken women.
- She will commit to comply with G & M policies
- She will be supervised by the Ex. Director of Grace and Mercy and a master's level staff person. She may be given jobs as they arise which are beyond the following:

JOB DESCRIPTION:

1. Interns will assist in admissions by completing psycho-socials, obtaining referral and other needed information. She will work with the staff team and the resident to determine an individual plan for resident to reach self-sufficiency and individual goals.
2. Intern will work with AHC in assisting residents to obtain health insurance, necessary physical and psychological exams, GED or employment when appropriate.
3. Intern will learn about community resources and refer residents to these services as appropriate. She will arrange with the Volunteer Coordinator for transportation and someone to accompany resident until appropriate for independent functioning
4. Intern will meet with each resident individually every week and/or may conduct weekly group meetings to identify needs, concerns and resolve issues.
5. Intern may conduct therapeutic groups around specific diagnoses & needs of residents.
6. Intern will weekly log in each resident's file, noting any progress, exchanges or activities of significance toward individual goals. These will be reported to the EX. Director as well and in weekly staff meetings.

7. If the resident has children or extended family where contact would assist the resident, intern will have written permission to arrange for these persons to come to G & M for supervised meetings.
8. Intern will report directly and immediately to the Ex. Director if there is inappropriate behavior of any kind among the residents.

Joanna Mack, Executive Director

January 2020

Hopkinsville High School

Youth Services Center

Internship Description

Student Intern Responsibilities:

- Student will spend time reviewing program plan for center.
- Student will assist with answering phone calls and forwarding to appropriate individual.
- Student will assist with YSC events such as Prevent Child Abuse event, Military family event, etc.
- Student will assist the director with home visits to student families.
- Student will assist with Feeding America Backpack Program such as picking up bags, distributions to students, etc.
- Student will conference with faculty and staff regarding student issues where appropriate.
- Student will attend community meetings such as Christian County Prevention Coalition, Parent Café, and Prevent Child Abuse Council meeting.
- Student will sit in (where appropriate) with director for individual sessions with students.
- Student will assist students with basic needs such as school supplies, etc.
- Student will assist with planning of College and Career events for students at high school.
- Student will assist director with implementation of Big Smiles program.
- Student will assist in evaluation of various programming.
- Student will meet with director weekly for supervision.
- Overall assist with any need a student or family may have from making referral to appropriate agency or addressing directly from center.
- Student will perform other duties as assigned by Director of the HHS YSC

Lionheart Trauma Support Services

Website: <https://www.lionhearttraumasupportservices.com/>

1002 S. Virginia Street, Suite 401, Hopkinsville, KY 42240 Phone: (859) 447-0855

3147 Custer Dr. Lexington, KY 40517

298 Clear Sky Ct. Unit F, Clarksville, TN 37043

Position Type: MSW Interns Unpaid

Agency Description:

LionHeart offers Individual Therapy, Group Therapy, Medication Management, Trauma Education, and Training, Targeted Case Management and access to Community Resources.

Students will work within a clinical, trauma based, setting; utilizing and interpreting different of background medical and social sources of information; this includes, but is not limited to: understanding the impact of factors such as trauma, addiction, and disability, symptomatology of diagnoses - and how these affect client well-being- and liaising with case managers, psychiatric health practitioners, and other mental health care professionals to determine an appropriate individualized plan of care.

Key Responsibilities for Interns:

- Coordination of individual and group therapy sessions as determined by severity of patient need
- Enrolling patients in intake and determining level of care
- Identifying potential threats to patient success in treatments and development of treatment plans to overcome obstacles to completion of therapy
- Maintaining files and confidentiality on all clients and client records
- Development and maintenance of professional relationships for outside referral resources if necessary to facilitate continued development of individual and group therapy skills.

Students will learn the necessary skills to respond to patient grievances and issues within accordance with written policies and standards set forth by the ethical guidelines of the NASW and Lionheart Trauma Support Services.

Application Process:

- Submit a cover letter, resume, and references