

Elizabethtown Independent Schools

219 Helm Street Elizabethtown, KY 42701

Phone: 270-765-6146 Fax: 270-765-2158

Website: etown.kyschools.us

Job Title: School Social Work Intern

Location: Elizabethtown Independent School District

Position Type: Intern (Unpaid)

Overview:

The School Social Work Intern will assist the district Mental Health Coordinator in providing support to students, families, and staff. This role offers practical experience in a school setting, focusing on the social, emotional, and behavioral needs of the students.

Key Responsibilities:

- Collaborate with the district mental health coordinator to assess student needs and develop intervention plans
- Participate in individual and group counseling sessions under supervision
- Assist in implementing social skills programs and workshops
- Support students in crisis situations and provide immediate interventions
- Help with case management, including documentation and progress monitoring
- Engage with families to provide resources and support
- Participate in school meetings and contribute to team discussions
- Conduct observations and collect data on student behavior and progress
- Assist in developing educational materials and resources for students and staff
- Maintain confidentiality and adhere to ethical standards in all interactions

Qualifications:

- Currently enrolled in a Master's program in Social Work
- Strong communication and interpersonal skills
- Ability to work collaboratively in a team environment
- Knowledge of social work principles and practices
- Previous experience with children and youth preferred
- Basic understanding of school systems and educational environments

Supervision:

The intern will be supervised by the District Mental Health Coordinator, an LCSW, who will provide guidance, feedback, and support throughout the internship.

Application Process:

Interested candidates should submit a resume, cover letter, and any relevant references to Miranda Burnett at Miranda.Burnett@etown.kyschools.us

Equal Opportunity Employer:

We are committed to creating a diverse environment and are proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, or disability status.

Hardin County Public Library

Address: 100 Jim Owen Drive, Elizabethtown, KY 42701

Website: <https://hcpl.info/>

Internship Description/Duties

Library Social Work interns can perform these and other roles at their public library internship site:

- Creating a welcoming environment by greeting patrons warmly and giving excellent customer service. Demonstrate commitment to the mission, vision, and values of the library as well as demonstrate professionalism by adhering to the National Association of Social Workers Code of Ethics.
- Identify and engage with individuals who may benefit from social service resources.
- Provide basic information and referral on social/human service resources, mental health supports, health and social determinants of health, crisis supports, and other resource specific to library community service area and populations and their needs;
- Collaborate with community organizations to bring patrons and staff relevant training and learning opportunities, implement joint programming, and evaluate needs.
- Provide basic case assessment support to library patrons around information and referral per above to allow for community level follow-up as needed - however, this will be only short term case support;
- Assist Library staff in community outreach and assessment, as well as analysis of those assessments relative to library programs and activities;
- Assist in developing and implementing programs and activities in response to community needs, especially in areas of mental health, health/social determinants of health, human/social service issues, children and youth, employment & education/training, among other areas as identified.
- Perform other duties in support of library community programming, outreach, special events, fundraising, and related activities that help students understand community, organization, and patron context of the library.

Participation Commitments:

Ongoing participation is crucial to the success of this training program. Students will also participate in a weekly supervision session with an off-site field instructor. A field supervisor will be on sight.

Eligibility: Full time students enrolled in the MSW Program. Must be in a Specialized year (year 2 in MSW or Advance Standing).

Application Requirements

1. Updated Resume
2. Cover Letter addressed
 1. Why are you interested in library Social Work?
 2. What should the role of a library be today?
 3. How do social workers help this role?
 4. What experience do you have in community outreach and program planning?
3. List of 3 professional or academic references
4. Email resume, references, and cover letter to hcplreneh@gmail.com and shameka.hardin@hardin.kyschools.us

**Student Support Specialist
Social Work Intern
Job Description**

Title

Social Work Intern

Position Description

The Social Work Intern reports to the Student Support Specialist and is responsible for facilitating local Hardin County Schools (HCS) initiatives; identifying and fostering community involvement opportunities for students; ensuring local advisory board input into development plans and projects; and coordinating support for HCS students to ensure that they graduate from high school and are able to embark upon a myriad of post-secondary opportunities.

Student Engagement Responsibilities

- Assist in coordinating efforts with the local Family Resource Center (FRYSC), School Resource Officer (SRO), Director of Pupil Personnel (DPP), and the District Dropout Prevention Coordinator to ensure students that are "at risk" receive all possible supports and interventions, using Kentucky Student Interventions (KSI) strategies, to prevent dropping out or failing prior to graduation.
- Establish and maintain ongoing contact with HCS students and families throughout the district.
- Address and provide psychotherapy classes for students with behavioral issues, physical and/or emotional health, conflict resolution, and safety concerns.
- Develop strong relationships with students, parents, volunteers, school faculty and community partners through regular contact and meetings.
- Monitor student progress and collaborate with HCS partners and stakeholders to provide academic and social supports for students.
- Achieve established benchmarks for frequency of contact with students, parents and schools.
- Promote student involvement in campus and community events.

Educational and Community Involvement Responsibilities

- Collaborate with Student Support Specialist and local school staff to plan and implement HCSs enrichment programs
- Attend meetings and trainings as assigned, including: on-going staff development/training, regular staff meetings, and departmental trainings/events
- Communicate (verbal and written) building activity and student incidents with school faculty
- Work in collaboration with school faculty members and data stewards

**Student Support Specialist
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Job Description**

- Assist in tracking student and stakeholder data in a HCS database and provide program data as needed
- Communicate information through bulletin board postings, community meetings and local advisory board meetings, and quarterly reports
- Complete intern responsibilities in a thorough and timely manner
- Collaborate with the HCS administrators to encourage the development and sustainability of the program
- Assist in finding, researching and writing grants for any HCS program
- Other duties as assigned to follow university practicum guidelines

Requirements

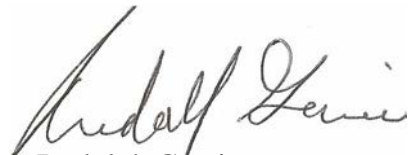
- Must be in an approved bachelor or graduate social work internship program
- Must complete screening and interview process
- Must have Certificate of Insurance for Student/Social Work
- Must submit to a background check

Job Relationships

- Responsible to and supervised by the Student Support Specialist/practicum supervisor
- Task supervisor may be School Family Resource Center, School Counselor, or HCS teacher.

Time Commitment

- Will follow university practicum guidelines
- Will be arranged with the Student Support Specialist/practicum supervisor



Rudolph Garcia
Student Support Specialist
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