

INTERN JOB TITLE: Counseling/Mental Health Intern
REPORTS TO: Resource Center Manager
DIV/DEPT: Programs

TYPE: College/University
SCHEDULE: Flexible Hours M-F
DATE UPDATE: March 24, 2017

Springs Rescue Mission considers every internship part of the SRM mission and a vital and valued part of our team. Therefore, it is essential that all interns are aware that we are a non-profit 501C(3) ministry committed to make Colorado Springs a better place to live by partnering with the community to serve the poor including the homeless and those in addiction and recovery.

SUMMARY OF POSITION

The *Counseling/Mental Health* Intern will gain practical work experience in the area of counseling, behavioral health, addictions and social human services. This intern position supports the promotion of individual growth in the clients and guests of Springs Rescue Mission through Outreach, Assessment, Connection, Case Management and Accountability.

DUTIES AND RESPONSIBILITIES

- Assists in client intake process and administer VSpadat questionnaire
- Conducts client consultation and collaborates with other agency professionals
- Writes case notes and client assessments and evaluations
- Contributes to the development of clients Life development plan (LDP)
- Supports the Resource Department in scoring, interpreting, and reporting Psychometric assessments
- Conducts supervision sessions in collaboration with site supervisor
- Attends appropriate meetings, including staff meetings and other meetings with clinical staff
- Identifies agency resources, services and systems
- Completes hosting agency orientation; policies, procedures, meeting staff
- Prepares for client sessions including reading case notes and any other specific research and evaluation of client problems, etc.
- Participates in small group supervision/seminar preparation; previewing video tapes, and research
- Maintains client records both written and electronic
- Coordinates partner agency services and visits
- Researches best practices for various assignment and projects as assigned by supervisor

SKILLS AND QUALIFICATIONS

- Mature Christian with a good familiarity with God's word
- Able and willing to establish and conduct healthy relationships that encourage accountability, personal growth and responsibility, facilitating identity in Christ
- Organized (people and task oriented) and possess strong written, oral and interpersonal communication
- Understanding of how legislation affects client care
- Culturally competent and aware

- Good interviewing and listening skills
- Solid understanding of research and best practices
- Skilled in intake, case management and discharge policies
- Ability to use proper approaches with clients including but not limited to Cognitive Behavior Model, Solution-Focused Approaches, Emotionally-Focused Approaches, and other Systems approaches.
- Understanding of the unique issues encountered in a homeless environment; addictions, psychological disorders (anxiety, depression, trauma, schizophrenia, etc.,) and poor function.

EDUCATION/EXPERIENCE

- Previous experience working with or volunteering with people in recovery, homeless, or felons is desirable
- Completion of half of a degree program in Counseling or Chaplaincy

WORKING CONDITIONS/PHYSICAL FACTORS

Occasionally = 1%-33%; Frequently = 34%-66%; Continuously = 67%-100%

Climbing Stairs – Occasionally

Walking between SRM buildings – occasionally

Work environment is primarily indoors within an office or computer center setting

EQUIPMENT/TOOLS USED

Computer

Fax

Phone

TV/DVD