



Therapist Intern Job Description

GENERAL DESCRIPTION

An internship is an unpaid clinical position. Internships are typically nine months or one year depending on graduate program requirement. An intern provides counseling and related services to children, youth and families. Interns work 20 hours per week. Approximately half of this time is allocated to direct client contact; the other half consists of supervision, training, and administrative duties. Reports to assigned supervisor and program manager.

MAJOR RESPONSIBILITIES

- Provides all services utilizing a strengths-based, family-focused and integrated approach
- Provides services in a culturally competent manner
- Provides counseling and related services to children, youth and families as assigned
- Participates in creating and maintaining a workplace that values diversity and treats everyone with respect without regard to race, color, age, religion, creed, gender, sexual orientation, national origin, marital status, the presence of any sensory, mental, or physical disability
- Demonstrates teamwork and open communication
- Provides services in a manner that expedites the meeting of contract requirements and program outcomes
- Maintains documentation in a timely, thorough and accurate manner
- Follows agency policies and procedures, RCWs, WACs, and other external regulations
- Follows CHS's Code of Ethics
- Performs other appropriate tasks related to your professional role as needed

MINIMUM REQUIREMENTS

- Commitment to confronting racism, sexism, heterosexism, and other discriminatory practices
- Experience and demonstrated ability to successfully work within a diverse cultural setting and provide culturally competent services
- Ability to work cooperatively as part of a team
- Prompt and consistent attendance during scheduled working hours
- Bachelor's Degree
- Enrollment in a master's degree program for counseling, psychology, social work or a related field
- Previous mental health or human service experience
- Experience with diverse client groups
- Ability to work in an unstructured and unpredictable setting, ability to adapt to change
- Sense of humor

NOTE: During the first three months of an internship, interns' case load will be limited to three to four clients due to the initial training of CHS procedures. These trainings include navigating electronic health records, onboarding of clients, treatment planning, etc. and learning the flow of the client referral process. Interns will reach their maximum case load between December and January.

Employee Signature		Date	
Manager Signature		Date	