

**Position: Mental Health Intern****Summary**

Under the direction of the Mental Health Internship Program Supervisor, Mental Health Interns shall provide school-based mental health services focused towards LCAP target populations, including, but not limited to: Foster/homeless youth, English language learners, and students with low socioeconomic status. Internships will be voluntary/non-paid and last the duration of the school year. Responsibilities will include: Providing individual and group counseling services for students; completing mandatory paperwork; following legal and ethical requirements; and attending weekly clinical supervision meetings. Mental Health Interns will offer consultation to school staff and parents, as well as, provide assistance with identifying additional community resources.

**Essential Duties and Responsibilities**

1. Complete required full school year, non-paid internship.
2. Utilize a variety of skills to provide developmentally and culturally appropriate school-based mental health services for students.
3. Complete and maintain required documentation, including: Clinical assessments, diagnosis, treatment plans and data collection.
4. Follow guidelines, policies and procedures of the Mental Health Intern Program.
5. Attend and participate in weekly clinical supervision meetings, training sessions, staff meetings and workshops as recommended by supervisor and required by the Board of Behavioral Sciences.
6. Know and maintain the highest ethical and professional standards of profession.
7. Maintain professional appearance and behavior appropriate for the school setting.
8. Advocate for and protect the rights of clients as appropriate and ethically mandated.
9. Implement suicide and threat risk assessments.
10. Develop understanding of school related norms, interventions, and state educational code.
11. Proactively contribute to a positive and collaborative climate at assigned school sites.
12. Consult with school staff and parents as appropriate.
13. Provide referral information related to accessing community resources when available and appropriate.
14. Participate in internship evaluations.
15. Performs other duties as arranged.
  - a. Additional qualifications necessary:
    - i. Purchase and maintain personal liability insurance for duration of internship;
    - ii. Current graduate students: Will comply with all university expectations, complete assigned coursework, and provide Mental Health Intern Supervisor with information regarding field study requirements, evaluations and syllabi;
    - iii. Be currently enrolled or recently graduated from a Marriage and Family Therapy, Social Work, or Professional Clinical Counseling graduate program;
    - iv. Be eligible to register, or already registered, with the Board of Behavioral Sciences.

**Qualifications****Knowledge and Skills**

Requires knowledge of child and adolescent development, counseling methodologies and clinical abilities to implement short term counseling, monitor client progress and implement termination. Organizational

skills sufficient for: Accurate record keeping, data collection, and managing schedule. Must have strong oral and written communication skills.

### **Abilities**

- Perform the basic function of the position.
- Utilize good judgment and discretion.
- Work cooperatively with students, teachers, administrators and others.
- Maintain accurate and confidential records.
- Meet state and district standards of professional conduct as outlined in Board Policy and appropriate professional organization (e.g., ASCA, NASP, or CA BBS).

### **Physical Abilities**

Requires ability to travel to different locations. Requires speaking and hearing to communicate in person or over the phone. Requires visual acuity to read words, numbers.

### **Education and Experience/ Licenses and Certificates**

1. Education: Completion of a bachelor's degree and current enrollment or recent graduation from a master's degree program in: Marriage and Family Therapy, Professional Clinical Counseling, or Social Work.
2. Experience: Experience working with foster and homeless youth, as well as, varying socio-economic culturally diverse populations strongly recommended.
3. Bilingual skills preferred.

### **Working Conditions**

#### **Sample Environment:**

- Classroom, office or a training environment (multi-purpose room/auditorium); drive a vehicle to conduct work.

#### **Sample Hazards:**

- High level of stress, interaction with emotionally escalated and/or volatile students/families/staff.