

LifeSkills, Inc.

Attn. J. Robin Gregory
380 Suwannee Trail Street Bowling Green, KY 42102
P.O. Box 6499
(270) 901-5000 x1005

26 Service Locations

Bowling Green, Munfordville, Brownsville, Morgantown, Russellville, Franklin, Scottsville, Tomkinsville, Edmonton, Glasgow

Position Type: BSW and MSW Interns Unpaid OR Worksite Placement

Agency Description:

Mission: We support people who experience mental illness, substance abuse, and developmental disabilities as they build meaningful and independent lives.

Our Ideals: HOPE - We inspire hope for individuals and their families who reach out to LifeSkills each year. SELF-DETERMINATION - We support self-determination and the achievement of personal dreams and aspirations. WORK - We promote opportunities for personal growth and increased self-esteem through paid work in meaningful jobs or volunteerism. RELATIONSHIPS - We promote opportunities for individuals to develop meaningful relationships in their communities. RECOVERY - We champion the belief that recovery is possible for all with proper assessment, treatment and support. PREVENTION - We commit to a partnership within our communities to build strong and effective prevention and early intervention programs.

Key Responsibilities for Interns:

Paid interns-A paid intern is an individual pursuing a master's degree who has a bachelor's degree in a reimbursable field of study. This individual is hired through our regular employee hiring procedures following an interview, reference checks, and approval of the Vice President. Paid interns will generally fill an abbreviated staff role and will fulfill obligations similar to those of a regular employee with the support of their abbreviated workload, clinical supervision, and university support. The specific reimbursements for paid interns will be established by the current LifeSkills approved pay scales. Paid interns will follow the same procedures to receive pay as regular employees as is described in the employee handbook. A paid intern will be billable as a mental health associate (MHA) after completing the additional MHA application. They may remain in this role for up to three years with the limited possibility of a one year extension. A paid intern functioning as an MHA cannot provide services to an individual with an intellectual disability without an established mental health diagnosis.

- **First Semester Interns** are primarily conducting intake and psychosocial assessments. They may be given a small limited number of clients to provide clinical services such as

individual therapy, family therapy, collateral therapy, or group therapy. The focus of this semester is to get a feel for the agency and working in the mental health field. It will also focus on acquiring a basic understanding of the types of work available in the mental health field and the knowledge necessary to work in the mental health field

- **Second Semester Interns** may continue conducting intake and psychosocial assessments. They will begin to see more clients and provide more direct client care hours or services. The focus of this semester is to utilize evidence based practices, utilization management, and case reviews.

Unpaid Interns: An unpaid intern is one who receives no financial remuneration from LifeSkills for the services they provide. These individuals are typically pursuing a bachelor's degree or are already current employees of LifeSkills. These individuals are allowed access to LifeSkills' clients and facilities as a purely educational experience. They do not provide any direct services to LifeSkills clients without the direct assistance and observations of a clinical supervisor. Individuals who are employees of LifeSkills prior to starting their internship and who remain employed in that prior role may have access to clients without always having direct assistance and observation of a clinical supervisor. The specific requirements for an unpaid internship will be determined by individual needs and the availability of supervisory staff to monitor.

Application Process:

- Application for internship-Anyone interested in completing an internship with LifeSkills should begin the process by completing an Internship application that is available online at www.lifeskills.com. **The completed application should be routed to Robin Gregory at rgregory@lifeskills.com or by fax to (270) 782-5927, or mailed/dropped off to the address above. The application should include the following information:**
 1. LifeSkills internship application
 2. If internship is graduate level clinical internship then you may also include, but is not required
 - a. Resume
 - b. Personal statement that details the specific internship requirements, the individual's personal goals for the internship, theoretical orientation, areas of interest, and professional goals.
 - c. A letter of recommendation from a university professor familiar with the individual's clinical aptitude
- Applications should be submitted as soon as possible to allow for time to complete administrative functions such as interviews, reference checks, and orientations.
Applications received less than 60 days prior to the scheduled beginning of the internship may not be considered for that internship rotation.