

Catholic Charities, Diocese of Nashville

Address: 2806 McGavock Pike Nashville, TN 37214

Website: <https://cctenn.org/>

Catholic Charities, Diocese of Nashville provides a variety of services, and we have internship opportunities available in several departments for both undergraduate and graduate students.

To highlight a few:

Clinical

HOPE Program/Trauma Counseling: The HOPE program provides trauma and loss counseling to primary and secondary victims of homicide, assault, domestic violence, or robbery within Davidson County. Prefer someone fluently bi-lingual in Spanish or other language. **Prefer 2nd year MSW**, available each Fall. Intern responsibilities may include:

- Assisting in home visits to speak with parents and guardians about the program
- Assist/observe/lead individual and group counseling with children at school, home, or office setting and/or with their parents or guardians.
- Maintaining record of activities and submitting timely and accurate reports
- Maintaining current records of all activities according to agency guidelines
- Providing information and referrals to other agencies
- Attending staff meetings within the Clinical Services Department

Individual and Family Counseling Program: Families, couples, and individual counseling is offered at several locations in the Nashville area. Counseling is offered in both English and Spanish; prefer someone fluent in Spanish. **2nd year MSW**. Intern responsibilities may include:

- Responding to callers seeking information about counseling services, screening for appropriateness for services and providing referrals as needed
- Providing counseling to families, couples, and individuals referred for service, formulating and implementing treatment plans, and adjusting plans in carrying out pre-determined goals
- Attending staff meetings within the Clinical Services Department
- Maintaining current records of all activities according to agency guidelines.

School Counseling: Catholic Charities Clinical Services offers counseling at several of the Catholic elementary schools (Pre-K – 8th grades) within the middle Tennessee area.

Intern responsibilities may include:

- Providing individual and small group counseling services to youth in grades Pre-K – 8th
- Conducting Safe@Last curriculum workshops in classrooms
- Providing topical classroom workshops that focus on learning social/emotional/communication skills
- Communicating with parents or guardians and obtaining their written authorization to work with their child, as well as updating them on the progress of their children
- Maintaining current records of all activities according to agency guidelines
- Attending staff meetings within the Clinical Services Department

Pregnancy and Adoption Counseling: Provides counseling and prepares families for international adoption, domestic adoptions, and to be foster parents; includes supporting parents during the post adoption phase. Intern responsibilities may include:

- Providing education and assistance for families wanting to adopt or be foster parents

- Conducting home studies for families preparing for international and/or domestic adoption and/or foster care
- Supporting families in post adoption phase by completing reports and providing supportive counseling and referrals
- Maintaining and recording activities according to agency guidelines

Seniors Counseling Program: Provides individual and group therapeutic counseling services for senior citizens; service areas include the west and north sections of Nashville.

Intern responsibilities may include:

- Conducting assessments
- Providing therapeutic counseling and light case management to senior citizens in their homes
- Assisting therapists with art-therapy groups at Villa Maria Manor apartments in the west Nashville area
- Maintaining current records of all activities according to agency guidelines
- Attending staff meetings within the Clinical Services Department

Community

Family Empowerment Program: Works with families on housing stability and overall needs. Includes Housing Support which provides case management for families who are at risk of, or currently experiencing, homelessness in Davidson County; and Expanding Coaching which provides case management for families who are at or below 250% of the poverty line, and who are either a) accessing services through McGruder Family Resource Center; b) employed at Saint Mary Villa Early Learning Center; or, c) have a child enrolled at Saint Mary Villa Early Learning Center.

Intern responsibilities may include:

- Providing case management services for families enrolled in the program
- Working with families on overall stability and goals with a Care Team
- Assisting in planning and hosting family events to build social capital
- Developing and sustaining a coordinated effort for recruiting volunteers from surrounding Catholic parishes and the larger community
- Participating in regular staff meetings, training programs, and supervisory sessions
- Maintaining and recording activities according to agency guidelines

Hunger Relief: Works with families and individuals who are experiencing food insecurity. Our goal is to ensure that nobody goes hungry, and we work to achieve this goal through Loaves and Fishes, located at Holy Name Catholic Church and by offering food boxes at the main Catholic Pastoral Center, McGruder, and South Nashville. In addition to hot meals served at St. Stephens every Thursday, we also have a partnership with local restaurants and other non-profit organizations to provide ready-to-eat meals in portable containers. Internship responsibilities may include:

- Participating/visiting the day shelter
- Coordinating work with and for volunteers
- Working with in-crisis populations of various mental health concerns and diverse backgrounds
- Assessing needs of clients and coordinating local resources to assist
- Participating in staff meetings, training programs, and supervisory sessions
- Maintaining and recording activities according to agency guidelines

McGruder Center: McGruder Family Resource Center serves all of North Nashville from a central location on 25th Avenue. Services offered at the center include job training, housing security, and basic needs assistance, family and adult programs, and children and youth programs. McGruder frequently hosts community meetings and offers residents recreational opportunities, including fields, courts, and a

community garden, in addition to working with more than 20 community partners to help North Nashvillians improve the quality of their lives. Ideal for a generalist student or macro concentration student. Intern responsibilities may include:

- Conducting intake and assessments
- Referrals to other agencies
- Education and outreach to community partners
- Scheduling and facilitating community partner meetings
- Participating in staff meetings, training programs, and supervisory sessions
- Maintaining and recording activities according to agency guidelines

Living at Home Program (Senior Citizens): Provides case management services to senior citizens to help them remain in their homes. Service areas include the west and north sections of Nashville.

Intern responsibilities may include:

- Conducting intakes and assessments
- Providing case management services to include, but not limited to, running errands for seniors such as picking up prescriptions, transporting seniors to their doctor's appointments, and providing and assisting with connection to outside referrals as needed.
- Participating in regular staff meetings, training, supervisory meetings
- Maintaining and recording activities according to agency guidelines.

South Nashville Family Resource Center: Family resource center located at Casa Azafran Community Center. Services include Hispanic family services, immigration services, emergency housing assistance,

short-term basic needs assistance, job seeking skills, financial literacy, and emergency food assistance.

Ideal for a generalist student or macro concentration student. **Spanish speaking preferred** but not required. Intern responsibilities may include:

- Conducting intake and assessments
- Referrals to other agencies
- Education and outreach to community partners
- Participating in staff meetings, training programs, and supervisory sessions
- Maintaining and recording activities according to agency guidelines

Tennessee Serves Neighbors County Expansion: Family resource center model with co-located community partners. Services are provided to address food insecurity, housing instability, unemployment, and emotional and physical well-being with the goal to increase client self-sufficiency.

Targeted case management. Currently serving Montgomery, Maury, and Coffee counties. Prefer generalist, community, or leadership concentration social work student. Intern responsibilities may include:

- Conducting intakes and assessments
- Helping develop family plans to address immediate and long-term needs
- Motivational interviewing
- Referrals to other agencies
- Community outreach/education
- Maintaining and recording activities according to agency guidelines

Disaster Relief and Short-Term Services: The work includes short-term assistance, such as emergency cash assistance and meals, to long-term recovery, such as counseling and job-training. We also open our community facilities to other organizations providing ongoing disaster relief and recovery.

Intern responsibilities may include:

- Conducting intakes and assessments

- Referrals to other agencies
- Collaborating with other agencies to meet client needs
- Maintaining and recording activities according to agency guidelines

New Americans: This program serves new Americans with English language learning, housing, employment, basic needs and legal assistance, and achieving self-sufficiency.

Intern responsibilities may include:

- Assisting with/conducting intake assessments
- Assisting/conducting individual and group counseling
- Assisting/completing required applications/paperwork
- Maintaining current records of all activities according to agency guidelines
- Attending staff meetings within the department

Refugee Youth Program: A therapeutic afterschool (and summer) program for refugee, asylee, and migrant children that have experienced complex trauma. The purpose of the program is to mitigate the impact of complex trauma and Adverse Childhood Experiences and to provide academic support and enrichment to children whose education has been interrupted by violence, poverty, oppression, and discrimination. Intern responsibilities may include:

- Assisting with/conducting intake assessments with youth and their parents
- Assisting/conducting individual and group counseling with youth
- Maintaining record of activities and submitting timely and accurate reports
- Attending staff meetings within the Clinical Services Department and the Refugee and Immigration Department

Refugee Family Education Program: The Refugee Family Education program supports refugee resettlement to help refugees living throughout the Nashville community achieve self-sufficiency through the Caregiver and Cultural Orientation Programs. The position schedule is Thursday and Friday from 9:00 am to 2:00 pm with some flexibility dependent on client schedule. Intern responsibilities may include:

- Assisting in the implementation of trauma-informed programming for refugee families.
- Transporting refugee families to and from programming in agency vehicles.
- Creating, planning, and implementing relevant education curriculum for refugee families
- Providing Cultural Orientation sessions for newly arrived refugee families.
- Creating and implementing trauma-informed programming.
- Completing needs assessments to create and implement effective programming.
- Maintaining compliance with grant funder requirements.
- Maintaining current records of all activities according to agency guidelines
- Attending staff meetings within the Refugee and Immigration Department

Refugee Older Adults Program: The refugee older adults program provides support services in a group format to assist elders as they adjust to life in the United States. Services take place three days a week and include ESL instruction, social acclimation, and recreational activities. Special emphasis is placed on health and wellness. This position is primarily based at the Catholic Pastoral Center but serves refugee older adults living throughout the Nashville community. Services are provided three days per week. Intern responsibilities may include:

- Assisting in the planning and implementation of citizenship and ESL curriculum and programming
- Assisting in the planning and implementation of wellness and community activities
- Assisting staff in providing case management services older adults
- Assisting staff with data collection

- Transporting program participants to and from program activities in agency vehicles.
- Creating effective trauma-informed goals and interventions for adults in the program.

Refugee Youth Mentor Program: The Refugee Youth Mentor program matches refugee youth ages 9-17 with adult mentors in the community that promote social emotional well-being support. Mentoring is a structured and trusting relationship that brings young people together with caring individuals who offer guidance, support, and encouragement aimed at developing the competence and character of the mentee. This position is primarily based at the Catholic Pastoral Center but serves refugee families living throughout the Nashville community through the Youth Mentor Program. The position schedule is Monday through Friday in the late afternoon/early evening with some flexibility dependent on client schedule. Intern responsibilities may include:

- Help facilitate in-person Initial Match meetings and Mentee Enrollment meetings
- Assist with volunteer recruitment and give presentations about becoming a mentor to community organizations
- Assist with designing and implementing monthly events for mentors and/or mentees.
- Assist with conducting outreach calls to prospective mentees; identify their interest in joining the Youth Mentoring program and gather information about their goals and areas of focus for the program.
- Assist with updating program materials
- Assist with identification of potential community partners
- Assist with management and administration of youth programming
- Assist with trauma-informed mentor training

Safe Passages Family Reunification Program: Safe Passages reunites unaccompanied, undocumented minors who have been apprehended by immigration authorities with sponsors in the U.S. The internship is primarily based at the Catholic Pastoral Center but serves unaccompanied minors and their sponsors living throughout the Nashville community. Bilingual in Spanish and English is required. Intern responsibilities may include:

- Complete 40 hours of training on the Safe Passages Family Reunification program
- Provide case management service for up to 6-10 youth/families according to program mandates
- Conduct home studies and assessments with prospective sponsors to assess the suitability and safety of the potential placement, home, and verify relationships
- Utilize training and expertise to assess safety and well-being of minors and subsequently make all necessary reports in a timely manner.
- Document all services and activities and ensure client files are accurate, complete, and up to date.
- Serve as liaison with other community agencies, health providers, and professional partners.
- Complete any required reports or data collection activities as prescribed by funders, partners, or agency leadership in a timely and accurate manner.
- Creating effective trauma-informed goals & interventions for children in the Safe Passages program