

ACTION, Inc

Job Title: Intern

Supervisor: Sydney Jones, LCSW sydney@actionky.org

ACTION Inc. is a 501(c)3 organization that aims to address barriers for youth and their families by implementing services to assist with mental wellness, and by providing support to achieve academic, emotional, transitional, and behavioral success.

General Job Description

An intern for ACTION will be expected to assist with facilitation of groups for adolescents and parents, will assist with community outreach, and will be involved in fundraising for the organization. Interns will also be able to shadow employees and be involved in client-centered treatment.

Duties & Responsibilities

- Assist in identifying and implementing age and need-appropriate mental health services in group sessions.
- Interact with youth with SED and other mental health diagnoses.
- Observe clinicians, case managers, and peer support provider services. MSW students will be given the opportunity to implement treatment modalities and interventions with clients.
- Assist participants with development of treatment goals and objectives.
- Participate in parent and clinical meetings, as required.
- Assess and discuss group cohesion and group dynamics, completing group notes as needed.
- Act as liaison between public and private agencies and county programs.
- Assist with development and coordination of trainings for parents, professionals, and other community members.
- Maintain professional competencies in areas of responsibility.
- Maintain contact with and participate in professional job-related meetings and serve as a liaison to professional groups.
- Assist with fundraising, budgeting, and fundraising events.
- Attend meetings, trainings, and other events that will be beneficial to the organization.
- Perform related duties as assigned.

Qualifications

Education

Must meet qualifications with an accredited college to complete a bachelor's or master's level internship in a human services field.

Experience

Experience or a desire to work with youth is recommended.

Key Competencies

- Good oral and written communication
- Regular and reliable attendance
- Ethical decision making
- Organizational skills
- Active listening