



700 Chestnut Street Bowling Green, KY 42101
Phone: 270-904-0055 Fax: 270-904-5110
lighthousecounseling2019@gmail.com
www.lighthousecounselingllc.org
Owner: Sarah Light, LCSW/Clinical Supervisor

4. **MSW Intern Responsibilities:** All the things listed above plus those listed below.

- a. Learn to write a professional resume and keep professional binder of trainings completed. Complete any in-office trainings offered.
- b. Complete treatment planning, intakes, assessments, and intervention practices.
- c. Practice making clinical diagnoses with supervision.
- d. **Assist with, lead or conduct** individual, group, and family therapy (**under proper supervision**).
- e. As necessary, make referrals for additional providers/services such as to medication management providers, primary care providers, etc.
- f. Some Generalist practice may be required. Experience is helpful but is not required. Sharing of ideas and knowledge is welcomed and encouraged.
- g. Participate in research to evaluate practices and outcomes.
- h. Represent client needs and advocate for policy change at a micro, mezzo, and macro level.
- i. Must be able to pass a drug test before starting internship and must be able to pass any random drug tests given throughout internship.

5. **Contact:**

Sarah Light, LCSW

CEO & Clinical Supervisor

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Intern Job Description

1. Agency Name: Lighthouse Counseling, LLC

Lighthouse Counseling is a private, individually owned therapy practice offering traditional, holistic, and faith-based formats of mental health treatment. We offer the following types of counseling: individual, couples, family, marriage, co-parenting, school-based, collaborative, group, court-ordered and services for foster children in DCBS custody. Lighthouse Counseling also offers the following assessments: ADHD, Autism, mental health, psychosocial, suicide, substance abuse, crisis, school threat, spiritual, strengths and needs assessments. Lighthouse Counseling offers a comprehensive approach to mental and behavioral health counseling while working to reduce the negative stigma surrounding mental health services. We focus on addressing the client's mental health while understanding the influence that society and environmental factors have on their life. Lighthouse Counseling seeks to empower clients using a holistic approach to treatment while collaborating with client's current medical providers to achieve stability in their overall health.

2. Mission and Vision Statements: Our goal is to help you grow from your struggles, heal from your pain, and overcome barriers that prevent you from reaching your fullest potential. We are committed to be there for you every step of your journey.

3. BSW Intern Responsibilities:

- a. Demonstrate an interest for working with clients with mental health disorders who come from different socioeconomic statuses and backgrounds.
- b. Learn how to complete record-keeping and documentation timely and accurately.
- c. Assist with maintaining documentation in an organized manner.
- d. Maintain confidentiality of protected health information; this includes written, verbal discussions among providers and interactions with clients.
- e. Research and connect with local resources, which includes participating in community outreach events and initiatives.
- f. Assess and evaluate practice outcomes of the agency and providers.
- g. **Observe** individual, group, and family therapy. Group therapy is typically scheduled outside of “normal business hours”—usually held between 4-7 pm.
- h. **Observe and participate** with Targeted Case Management, Community Support Services and any additional services provided by the agency. Must be willing to learn the roles of different providers within the agency.
- i. Collaborate with all providers within the agency to improve the delivery of services.
- j. Participate in supervision and staff meetings. Attendance is mandatory as long as it does not interfere with class schedules.
- k. Demonstrate proficient organization, communication, time-management, problem-solving, and interpersonal skills.
- l. Maintain an understanding of Social Work ethical and professional behaviors while demonstrating these behaviors at Lighthouse Counseling, LLC.
- m. Understand that exposure to different clients, settings and opportunities builds skills; must be willing to explore and participate in given opportunities.
- n. Must be able to evaluate self and willing to accept guidance.
- o. Must be able to pass a drug test before starting internship and must be able to pass any random drug tests given throughout internship.