

eliminating racism empowering women

ywca job description

YWCA of Kalamazoo
353 E. Michigan Ave.
Kalamazoo, MI 49007

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www.ywcakalamazoo.org

Position: Intern Therapist: Sexual Assault, Intimate Partner Violence, Human Trafficking survivor population

Department: Victim Services

Supervisor: Clinical Supervisor

Compensation Range: Uncompensated

Hours of Work: Flexible according to intern and client needs

MISSION STATEMENT:

Eliminate racism, empower women, and promote peace, justice, freedom and dignity for all.

PRIMARY FUNCTION: Assist primary/secondary victims/survivors of sexual assault, intimate partner violence, or human trafficking in trauma resilience. Delivery of high quality therapeutic services, crisis intervention, support, and connection to advocacy or legal services to victims/survivors.

1. Safeguards confidential information gained as a result of the job.
2. As a YWCA intern, projects a positive image of the Association and its programs to the community, the Association and the program.
3. Work cooperatively with program participants, YWCA staff and volunteers.
4. Perform other duties as assigned.

WORKING CONDITIONS AND ESSENTIAL FUNCTIONS:

1. During COVID-19, mostly remote
2. YWCA location possibly
3. Sitting, standing, and bending
4. Frequently required to talk or hear
5. While performing the duties of this job, the noise level in the work environment is usually quiet
6. The intern must have reliable internet access, a phone, and a computer with which to provide telehealth services.
7. The intern must have a space in which to ensure the privacy and confidentiality of clients during therapy sessions.

TRAINING REQUIREMENTS:QUALIFICATIONS:

1. Bachelor's degree in psychology, social work, or closely related field. Must be enrolled in a Master's program in psychology, social work, or closely related field. Specific training in trauma, intimate partner violence, sexual assault, and/or human trafficking is highly desired but not necessary.
2. A demonstrated working knowledge preferably with trauma specialization or with survivor population preferred.
3. A demonstrated working knowledge of application of therapeutic modalities preferred
4. The ability to communicate efficiently and professionally in written and oral formats.

5. Excellent interpersonal skills, with a willingness to work from a team perspective in treatment provision.
6. Ability to manage stressful situations.
7. Ability to communicate with individuals from diverse cultures and backgrounds.
8. Ability to learn and use technology and systems, including computer technology.

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

RESPONSIBILITIES:

1. Provides direct counseling to primary and secondary survivors.
2. Provides intake assessments to primary and secondary survivors seeking therapy services.
3. Maintains up-to-date records of clients as prescribed by the agency, including but not limited to progress notes and assessment summaries.
4. Schedule intake assessments.
5. Participates regularly in supervision, which may include, but is not limited to: group consultation and individual supervision.

6. Orientation to YWCA Personnel Policies, Mission, and Purpose
7. Racial Justice Training
8. Orientation to Domestic Violence, Sexual Assault, Human Trafficking, Confidentiality, Mandatory Reporting.
9. Other appropriate training and in-service which will occur during employment.

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or physical requirements. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Equal Opportunity Employer

ACKNOWLEDGEMENT

I have read the foregoing job description and understand the responsibilities of the job. I agree that I am able to perform the essential duties of this position.

Intern Signature: _____ **Date:** _____

Supervisor Signature: _____ **Date:** _____

HR Signature: _____ **Date:** _____

Last Revised On: February 2021