



Connections for Abused Women and their Children

Position: **Domestic Violence Counseling Intern**

Internship Description

Under the supervision of the Humboldt Park Outreach Program Coordinator, interns will assist survivors of domestic violence. A 40-hour domestic violence training is required for this placement but will be provided by CAWC to all interns in the program. Interns will provide individual and group domestic violence counseling, case management, and advocacy. Interns will learn to complete intake and assessment sessions with new clients as well as complete ongoing appointments and make referrals for new and existing clients. Interns will be working with a diverse population and learn about relevant programs of the agency and CAWC's referral partners. ***Second year internship candidates only.***

Responsibilities

Primary focus is to have a case load of domestic violence clients.

1. Provide direct or telehealth individual domestic violence counseling services, support, education, and safety planning to clients
2. Conduct intakes, assessments, and develop, implement, and update service plans
3. Provide referrals to resources such as shelter, employment, legal services, and other needs community resources to meet client needs
4. Provide follow-up services, when needed, to cases through advocacy, phone calls, and in-office counseling
5. Facilitate sessions of the DCFS educational group or support group
6. Maintain accurate, timely, and secure documentation, including intake documentation, case notes, and DFSS forms
7. Complete 40-hour domestic violence training
8. Participate in weekly supervision with HPOP Coordinator and participating in suggested training opportunities
9. Collaborate with other staff members to coordinate client services
10. Other duties as assigned

Qualifications

A candidate for this position must be able to perform each essential duty listed above. They must be proficient in Microsoft word, excel, and forms as well as other computer skills. While not required, the ability to communicate in Spanish is a plus to assist our diverse client base. Ability to be at internship in-person between Monday-Friday from 9am-5pm.

Education & Qualifications

- Enrolled in a graduate program in social work, psychology, or related fields
- 2nd year internship candidates only
- Strong interpersonal skills, empathy, and professional ethics
- While not required, having counseling experience is a plus to aid in internship success.