

## **Graduate Student Therapist Internship Description**

### **Internship Overview**

YSB's Graduate Student Therapists will be responsible for providing direct service and case management to clients that enter the Youth Service Bureau from a variety of referral sources including; family referral, school referral, police departments, Juvenile Court Services and self-referral methods. YSB's Graduate Student Therapist ensures efficient and quality services are being rendered to the community under the direct supervision of the Clinical Director who is a Licensed Clinical Social Worker.

### **Agency Mission and Services**

The DeKalb County Youth Service Bureau, Inc. is a non-profit social service agency which assists DeKalb County youth to build healthy and responsible relationships with family, friends, and the community. Services include:

- ❖ Crisis Intervention Program
- ❖ Youth and Family Counseling
- ❖ Drug/Alcohol Early Intervention & Prevention
- ❖ Managing Emotions Thoughts and Actions Group
- ❖ Active Parenting of Teens Group
- ❖ Girls Empowerment Group
- ❖ Alternative to Suspension Program
- ❖ Advocacy
- ❖ BOYS Group
- ❖ Divorce class
- ❖ Therapeutic Art-Making Group

### **Distinguishing Features of the Internship**

- ❖ Title: Youth Service Bureau Intern
- ❖ The number of interns the agency will accept varies from year to year. A minimum of 9 months commitment is required for Graduate interns.
- ❖ Hours will vary based on agency needs. Graduate interns are required to commit to two mandatory late nights until 8pm.
- ❖ Attendance at Group Supervision is mandatory. If conflict exists, notification in advances is required.
- ❖ A car is required for assistance with our Crisis Intervention program.
- ❖ Acceptance of interns is based on resume and two interviews. References/background check are required.
- ❖ No stipend or salary is available for interns.
- ❖ Interns will gain a well-rounded, very valuable experience in counseling services.

### **Direct Service Requirements**

- ❖ Assess, evaluate and provide high quality services to DeKalb County youth and their families consistent with assigned programs under the supervision of the Clinical Director.
- ❖ Maintain a caseload of clients and evening availability consistent with YSB expectations and that allows for effective delivery of services under the supervision of the Clinical Director.
- ❖ Provides initial interviews, description and orientation to youth and families receiving services within the assigned program.
- ❖ Responsible for all communication, scheduling, and other coordination with referral sources in relation to caseload and assigned program(s).
- ❖ Provide both intra and inter-agency referral services for youth and families as determined by assessments under the supervision of Clinical Director.
- ❖ Provide referral services for youth and families.
- ❖ Provide on-call coverage for the Crisis Intervention Program for a minimum of 4 days, designated by Clinical

# ***DeKalb County Youth Service Bureau, Inc.***



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*...for the Future of Youth*

Director.

## **Administration**

- ❖ Attend and participate in YSB Group Supervision.
- ❖ Maintain all required records and paperwork, including, but not limited to, client files, program statistics, billing requirements in a matter that is consistent with Agency Policy.
- ❖ Administers outcome measuring tools as instructed by Associate Director including but limited to quarterly, termination, and follow-up surveys, and any program validity tests.
- ❖ Works in coordination with Associate Director to ensure accurate statistical tracking of Program Coordinated data.
- ❖ Participate in ongoing and meaningful program evaluation and statistical tracking of the designated program(s) to ensure quality services.
- ❖ Promote the designated program within the County through direct participation in relevant meetings, public appearances, and media opportunities and by issuing news releases, distributing brochures and newsletter, etc.
- ❖ Assist in human resources as needed under the supervision of The Executive, Associate, and Clinical Director.

## **Other**

- ❖ Other duties as assigned by the Executive Director.
- ❖ Assist with all agency outreach efforts.

***Contact Raya Newman, LCSW and Clinical Director at 815-748-2010 or [rnewman@dcysb.com](mailto:rnewman@dcysb.com) for more information.***



Kishwaukee United Way