



Job Title:	Clinical Intern
Reports To:	Clinical Director
Work Schedule:	Part-Time
Level/Salary Range:	n/a

FAX OR EMAIL APPLICATION & COVER LETTER TO: HEATHER@CALMWATERS.ORG

Subject Line: Clinical Intern

Job Description

SUMMARY

Operating under the oversight of the Clinical Director, the Clinical Intern is responsible for providing evidence-based mental health services to individuals, couples, children, and families impacted by grief and loss. Clinical Intern will work with a wide range of clients, create treatment plans, and diagnostically assess for additional appropriate services as needed.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Conduct mental health assessments for children, adolescents, and adults and develop treatment plans accordingly
- Deliver individual, family and/or couple therapy to at least 6 clients each week
- Maintain current and accurate clinical documentation of progress notes, treatment plans, and contacts and enter into the electronic health record system in a timely manner
- Attend supervision at least weekly as scheduled with Clinical Director

ADDITIONAL SKILLS AND ABILITIES:

- Demonstrate an ability to establish and maintain positive rapport and warmth with a diverse group of clients and professionals
- Demonstrate willingness to provide services to children, adolescents, and adults
- Demonstrate leadership abilities and ability to utilize reflective supervision
- Demonstrate excellent verbal and written communications and presentation skills
- Ability to work as a cooperative and supportive team member
- Ability to exercise discretion in handling confidential information and materials
- Ability to communicate effectively and respectfully with peers, volunteers and other stakeholders
- Willing to work at least one evening, 3pm to 8pm

REQUIRED EDUCATION AND/OR EXPERIENCE

Currently enrolled in a clinical Master’s Program in Mental Health Counseling or Marriage and Family Therapy

ADDITIONAL JOB REQUIREMENTS

Commitment to 1 year of service
 Clearance of background check.
 Retain valid malpractice insurance.