Job Title:	Clinical Intern
Reports To:	Lead Therapist
Work Schedule:	Part-time
Level/Salary Range:	n/a

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

Subject Line: Clinical Intern

Job Description

SUMMARY

Operating under the oversight of the Lead Therapist, 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, adults and develop treatment plans accordingly
- Deliver individual, family and/or couple therapy to clients
- Maintain current and accurate clinical documentation of progress notes, treatment plans, and contacts into the electronic systems in a timely manner
- Follow processes and protocols outlined by Clinical Director and in accordance with Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS)
- Attend trainings as scheduled
- Attend weekly supervision as scheduled with Clinical Director

ADDITIONAL SKILLS AND ABILITIES:

- Demonstrate an ability to establish and maintain positive rapport with a diverse group of clients and professionals
- Demonstrate willingness to provide services to children, adolescents, and adults
- Demonstrate ability to utilize reflective supervision
- Demonstrate excellent verbal and written communications
- Able to work as a cooperative and supportive team member
- Able to exercise discretion in handling confidential information and materials
- Able to communicate effectively and respectfully with peers, volunteers and other stakeholders

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

Available to work during standard office hours: Mon-Thurs 8:30am-5:00pm; Fri 8:30am-12:30pm
Willing to work at least one evening until 6pm
Provide at least 6 hours of direct service per week
Commitment to 1 year of service
Clearance of background check.
Retain valid malpractice insurance.