



Community Care Services

INTERN POSITION DESCRIPTION

PROGRAM: Journey Home

POSITION REPORTS TO: Program Director

DESCRIPTION DONE BY: Program Director

POSITION TITLE: Community Care Services – Journey Home Intern

QUALIFICATIONS (Education and Experience)

- Interest in, and sensitivity towards, adolescents in group care.
- Excellent communication skills.
- Ability to promote a caring and respectful attitude toward service recipients, staff and other volunteers and interns, respecting privacy and confidentiality.
- Good time management and documentation skills.

Community Care Services seeks to find the best intern for an available position.

The agency does not discriminate with regard to gender, marital status, pregnancy, sex, color, race, age, national origin, ancestry, religion, or creed, physical or mental disability, sexual orientation, gender identity/expression, genetics, military or Veteran's status, political beliefs or other protected status.

Candidates pursuing degrees in Psychology, Sociology or wanting to gain a better knowledge of the Human Service field are encouraged to apply.

PRINCIPLE ACCOUNTABILITIES

General Duties and Responsibilities:

- Dress appropriately and be punctual.
- Function as part of a team
- Act as a role model for service recipients.

- Report any changes in service recipient's physical or emotional health (including unusual incidents)
- Notify your supervisor if you are unable to keep your schedule.
- Keep a record of your service hours on the posted form at your program.
- Sensitivity to service recipients' ethnic, cultural and economic backgrounds, as well as physical or mental challenges.
- Follow the agency's Confidentiality Policy.
- Attend internal and external trainings as required.

Specific Responsibilities:

Some of the learning and growth opportunities at Journey Home that an undergraduate intern would experience include:

- Work directly with residents in the milieu, utilizing a behavior modification system.
- Be a part of a multidisciplinary team involved in decision making for residents and future planning.
- Attend internal case conferences for residents with collaterals and family members.
- Attend and participate in weekly staff meetings.
- Weekly supervision with human service professionals.
- Learn program evaluation methods, data collection and maintenance of case files.
- Co-lead a therapy group (senior-year interns only).
- Assist in researching community resources for youth and their families.
- Recognize opportunities to develop and present psycho-educational life skills and independent skills building groups to service recipients. Topics may include cooking, hygiene, life skills, cleaning, social skills, problem solving, respect, relationships, stereotypes, activism, fitness, conflict resolution, health, yoga, etc.
- Conduct peer mediations.
- Learn conflict management and de-escalation techniques working in the milieu.
- Be a mentor (if applicable)

OTHER RELATED RESPONSIBILITIES

All interns complete an intake and orientation that includes the opportunity to interview other interns, Criminal Offender Record Information (CORI) clearance, reference check, Occupational Safety and Health Administration (OSHA) training, Mantoux (tuberculosis)

screening (at some programs), information on Community Care Services' mission, as well as the program's place in that mission, including its philosophy, goals and general policies.

Interns are invited and encouraged to attend additional training, including First Aid, CPR, CPI - Day 1 (De-escalation), Compliance and Performance Quality Improvement.

We will arrange for all of these requirements.

WORKING CONDITIONS

Interns work directly with milieu and administrative staff at Journey Home.

OTHER: Journey Home, a program of Community Care Services, is a behavioral treatment facility for adolescent males ages 12-18. The residents are referred by the Department of Children and Families (DCF); and generally exhibit behaviors such as acting out physically, sexually, and verbally. Other issues include substance abuse, educational difficulties, and interactions with the legal system. The program's goal is to assist the adolescent in his efforts to live more responsibly as well as to give him the necessary skills to reintegrate into the community, whether it is an independent living situation, foster care or family reunification. Services include case management, behavioral treatment, psychotherapy, psychopharmacology, aftercare and respite.

AGENCY SUMMARY:

Community Care Services is a non-profit 501(c)(3) human services agency. Our mission is to maximize the potential inherent in individuals, families and communities. The agency offers over 30 diverse programs throughout Southeastern Massachusetts, parts of Rhode Island and Connecticut, serving over 7,500 individuals each year.

The agency has student interns from many colleges and universities throughout Massachusetts and Rhode Island. We provide internships for students with a variety of majors, including psychology, social work, art, education, accounting, business and human resources.

We have over 400 employees and 250 volunteers, including interns. Staff having the privilege of supervising interns is challenged to learn and teach. Students introduce new skills and fresh ideas; and bring out the best in us.

Please visit our website at www.communitycareservices.org. On the "Home" page, type **intern** in the search bar. This will link you to the agency's Volunteer & Intern website for additional information and application paperwork.

Contact:

Christina Ohlson, Program Director

Journey Home

7 Forest Street; Attleboro, MA 02703

Phone: 508-222-5817

Fax: 508-223-4132

cohlon@communitycareservices.org