Youth Shelter Program  
1614 East Kane Place  
Milwaukee, WI  53202  
(414) 271-1560

GRADUATE CLINICAL INTERN POSITION DESCRIPTION

JOB TITLE:  Graduate Intern Therapist
SUPERVISOR:  Assigned Therapist
OBJECTIVE:  To assist with the counseling needs of adolescents and young adults ages 11-21 and families in crisis.

RESPONSIBILITIES
1. Facilitate an initial assessment of the youth’s mental health and basic needs and create a treatment plan.
2. Provide individual and family therapy to residents in the shelter, to aftercare clients and prevention services clients as assigned.
3. Assist with answering crisis calls, house supervision, facilitation of groups, and case management.
4. Provide a positive adult role model to enhance shelter dynamics and develop life skills of the youth.
5. Attend weekly individual supervision meetings, graduate group consultation when offered, and staff meetings as able. Attend All Staff meetings and Agency Professional Development Seminars as able.
6. Communicate schedule needs and changes with assigned supervisor in a timely fashion, as well as when possible with other staff. Submit any vacation requests in writing for approval by Supervisor.
7. Must commit to continue shifts through Holidays & School Breaks unless preapproved by Supervisor in writing.

QUALIFICATIONS
1. Individual must possess a Bachelor’s degree and be in the appropriate level of a graduate program. Must be referred by the school’s field liaison or advisor.
2. Individual must be 18 years or older.
3. Possess experience/interest in working with teens and/or their families.
4. Be emotionally stable.
5. Possess an open-minded attitude and a willingness to work with a diverse population regarding race, gender, religion, and sexual orientation.
6. Willingness to work cooperatively with paid staff and accept supervision.
7. Demonstrate professional boundaries and ethical standards to best meet the needs of the clients.

TRAINING:  Scheduled orientation and training sessions, on-going training with the assigned supervisor.

EVALUATION:  Evaluation consists of on-going interaction and feedback between student and supervisor, and a formal written evaluation by the supervisor and the student.

COMMITMENT:  Requires a two/three-semester commitment, except for art therapy students. Requires hours being split up over 5 days (M-F roughly 5-8pm during school year (M-F), 9am-1pm Sat/Sun, Summer Semester: 10am-1pm or 5pm-8pm (M-Sat), Sun 9am-1pm. Hours can be adjust somewhat but need to meet times youth are in the shelter. Goal is to meet with assigned youth 5 days out of 7 due to short term stay.

Signed ___________________________ Date ___________________________

10/2019
Pathfinders

Main Office
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Supervisor/Contact Person: Luci Staudacher, LCSW
Hand-in-Hand Program Manager

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Supervisor/Contact Person: Mary Meillier, Program Therapist, LCSW
Youth Shelter
414-271-1560
mmeillier@pathfindersmke.org

Client Population Served: Youth (11-17 (Shelter – residents)
Ages 11-21 After-care/Non-resident & Support Services
Homeless/Runaways, Youth in Crisis. High LGBT population. Low income. Mostly serve
Milwaukee County but any youth can access Services.

WHAT DAYS/HOURS ARE AVAILABLE FOR STUDENT INTERNS TO WORK?
Please include weekend and evening availability:

Differs per program
Shelter School Year M-F 4-9, Sat. 10-1, 4-8 SUN 4-8 Summer M-Sat 10-1 or 4-8 Sun 4-8
Hand in Hand Program Hours: 9-7 p.m. Monday – Thursday
No Holidays

Is there a credentialed, on-site supervisor available to supervise substance abuse counselor – in training (SAC-IT) students? Yes ☐ No ❏

Requirements for Student Intern Placement:
Pre-placement Interview and Acceptance
Must commit to 2 semesters, able to work in crisis oriented environment, Desire to work
with youth and families. Comfortable with diverse population.

Internship Job Description/Expectations:
Please see attached
Hand in Hand Program Graduate Intern Position Description
Pathfinders Youth Shelter Graduate Intern Position Description

Website Address: www.pathfindersmke.org

Revised: 5/2/19