



Job Description: Clinical Intern

Position/Role:

The primary purpose of this role is to provide advanced Master's level students training and experience in providing crisis intervention, assessment, treatment planning, and therapy to children, teens, adults, couples, and families experiencing trauma.

Hours of Operation: 9:00a – 7:00p every day

Primary duties:

- Provide trauma-informed mental health services to children and families, including individual, family, dyadic, and group therapy, as well as therapeutic supervised visitation
- Maintain confidentiality of all company data and comply with HIPAA
- Prepare and maintain all required treatment records, including but not limited to IPOCs, progress notes, federal and state mandated forms, client diagnostic records, assessments, evaluations, recommendations and reports
- Perform crisis intervention with clients and act as a client advocate to coordinate required services and resources
- Assess clients' mental health, based on review of client information, including collateral documentation from other providers in clients' professional care team
- Complete biopsychosocial assessments and intakes on all new clients
- Gather data for clinical assessments, make DSM-5 diagnoses, and write professional, assessment reports
- Evaluate the effectiveness of treatment activities on clients' progress and modify as needed
- Counsel family members to assist them in understanding, dealing with, or supporting clients
- Collaborate with community partners and represent the organization well in the community
- Attend weekly supervision and program meetings
- Schedule appointments and collect payments
- Research journal articles, prepare literature reviews, and develop slide shows, white papers, and supporting documents for specific clinical and social justice issues
- Engage community and clients via assigned platforms
- Update engagement platforms with current, accurate agency data
- Complete all required trainings
- Other duties as assigned

Direct Contact/Reports to: CEO

Pay Range: N/A

Vacation/Time-Off/Benefits: N/A



Location: Hybrid with at least 90% being online and the other time being in Athens, Atlanta, or surrounding areas.

Skills and Minimum Requirements:

Candidate must have a Bachelor's degree in a social sciences field (preferred in social work, human services, or similar field) and be enrolled in an accredited Master's level program with a focus on clinical counseling, psychology, social work, or similar program. All candidates must have completed their foundation internship placement successfully and have demonstrated average competence in six of the nine CSWE practice behaviors (if they are Social Work students or the equivalent for their accrediting educational body). Candidate must have strong documentation skills, verbal communication, organizational skills, decision-making, and integrity. Candidate must also possess a strong understanding of child development, parenting techniques, positive reinforcement, conflict resolution, and trauma-informed care. Candidate must also be available to work a specific weekend each month in cooperation with Potential Realized's schedule. Candidate must have reliable, high-speed internet access and private, confidential space from which to work.

Acknowledgement

By signing below, you acknowledge that you have read and understand the requirements of this position. You also acknowledge that this does not create an employer-employee relationship and that your acceptance is contingent upon a favorable criminal background check, as applicable with Georgia State Law. You also acknowledge that if you are accepted as an intern, it is at-will of both you and Potential Realized and your internship can be terminated at any time with or without notice.

Intern Signature

Date