

## YWCA of Richmond Internship Position Description

**Job Title:** Advocacy and Outreach Intern  
**Department/Program:** Advocacy and Outreach  
**Reports To:** Director of Advocacy and Outreach  
**Prepared By:** Director of Advocacy and Outreach  
**Prepared Date:** June 6, 2016  
**Approved By:** Chief Program Officer

### GENERAL PURPOSE OF INTERNSHIP

To provide theoretically-based advocacy and outreach services to the community and crisis support to victims of sexual and domestic violence. Interns at the YWCA of Richmond are involved in individual contact, crisis intervention and advocacy through problem-solving and empowerment models. This internship offers diverse learning opportunities including legislative advocacy, participation in community outreach and education, grassroots organizing, implementation of social justice initiatives, and hospital accompaniment for survivors of intimate partner and/or sexual violence.

A component of the internship is providing hospital accompaniment. The purpose of hospital accompaniment is to provide supportive accompaniment services at local hospital emergency departments for people who have experienced intimate partner and/or sexual violence. The intern would offer supportive counseling, crisis intervention, advocacy, and resource and referral information. The intern also connects clients with additional intimate partner and sexual violence services, including counseling, court advocacy, and emergency shelter resources.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

*Duties may be modified based on individual student learning needs.*

**REQUIREMENTS** Must be a BSW senior or MSW first year, or pursuing a Bachelor's Degree in a related field.

### SPECIFIC TASKS

- Complete all required daily, weekly, and monthly documentation
- Complete a learning plan and working contract with supervisor
- Write and submit weekly process recording and conference agenda to supervisor
- Assist with the planning and implementation of YWCA of Richmond's social justice initiatives.
- Assist with the planning and implementation of YWCA of Richmond's government advocacy work.
- Assist with the planning, implementation, and evaluation of YWCA sponsored trainings and workshops
- Attends YWCA and other community trainings that would increase knowledge and skills in providing effective services
- Required to sign up for at least (3) on-call Hospital Accompaniment shifts a month.
- Facilitate community outreach and training activities on behalf of the YWCA to community partners and other agencies to raise awareness about domestic and sexual violence and available resources for survivors
- Read (3-5) Domestic and Sexual Violence Scholarly articles