

**YWCA of Richmond  
Internship Position Description**

**Job Title:** Clinician; Domestic and Sexual Violence (Richmond City)  
**Department/Program:** Domestic and Sexual Violence Services  
**Reports To:** Clinician  
**Special Considerations:** Must be willing to commute to Chesterfield location 1-2 days per week  
**Prepared By:** Clinical Team Lead  
**Prepared Date:** May 5, 2014  
**Approved By:** Director of Clinical Services

**GENERAL PURPOSE OF INTERNSHIP**

To provide theoretically-based counseling to survivors of domestic and sexual violence for community and residential clients.

**REQUIREMENTS:** Must be an MSW, second year clinical or Advanced Standing Placement (ASP) social work student or a Master's level student in a related human service field.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** include the following:  
*Duties may be modified based on individual student learning needs.*

**SPECIFIC TASKS:**

- Complete intake assessments for individuals seeking community or residential services
- Provide individual or group counseling (caseload of 10-12 clients) to survivors of domestic and sexual violence
- Assist clients with setting goals, timelines, and monitoring progress continuously
- Network with other community agencies and service providers to connect clients to resources
- Complete all required daily, weekly and monthly clinical documentation
- Complete a learning plan and working contract with supervisor
- Write and submit weekly process recording and conference agenda to supervisor
- Participates in weekly individual supervision, clinical team supervision, residential meetings and any other meetings if appropriate and if student's schedule permits.
- Assists with the planning, implementation, and evaluation of at least (1) YWCA sponsored trainings
- Attends YWCA and other community trainings that would increase knowledge and skills in providing effective services
- Reads (3-5) Domestic and Sexual Violence Scholarly articles
- Required to be on call (3) shifts a month for the Regional Hospital Accompaniment Response Team