

Meredith College Counseling Center

Position: Full Time Graduate Intern Position (from 20 to 40 hours a week)

General Job Duty Description: The purpose of this position is to provide a learning experience for a graduate level counseling student so that they may gain experience with disabilities and personal counseling in a college environment. Candidates must have some knowledge and experience of general counseling. Knowledge of various disabilities is also helpful. Counselor interns may have other responsibilities in addition to basic counseling functions. Interns report to Assistant Counseling Director for Internships and will have licensed on-site supervisors.

Major Job Responsibilities:

- Provide general one on one counseling to Meredith College students
- Assist students with goal development and attainment
- Conduct initial intake sessions, present cases to staff, and carry several ongoing cases, which may include coaching cases
- Participate in all staff meetings (Counseling Center and Student Development Meetings)
- Provide Disability Services to students certified as having a disability
- Take part in the Center's annual Anxiety and Depression Screening Day
- Have basic knowledge of computers and MS software
- Write case notes and maintain student files
- Assist with various presentations and campus-wide outreach events
- Initiate and follow through with tasks and/or projects
- Refer students to appropriate resources
- Contribute one project per semester of value to the Meredith College Counseling Center

Opportunities:

- Experience working in a team counseling environment
- Become knowledgeable about common counseling interventions
- Learn how to appropriately assist students with disabilities
- Meet and work with other college departments
- Become familiar with a coaching model for learning
- Increase skills in assessment and problem solving
- Receive individual and group supervision for cases and projects
- Receive training for needed skills as the semester progresses
- Receive training in relaxation techniques and wellness education
- Receive relevant computer training
- May do co-counseling with an experienced counselor for one or more cases
- May co-facilitate a counseling group