

INTERN POSITION DESCRIPTION

PROGRAM: Rediscovery

POSITION REPORTS TO: Program Director

DESCRIPTION DONE BY: Program Director

POSITION TITLE: Rediscovery Residential Intern

QUALIFICATIONS (Education and Experience)

- Interest in, and sensitivity towards, adolescents in group care.
- Excellent communication skills.
- Ability to promote a caring and respectful attitude toward service recipients, staff and other volunteers and interns, respecting privacy and confidentiality.
- Good time management and documentation skills.

JRI seeks to find the best intern for an available position. The agency does not discriminate with regard to gender, marital status, pregnancy, sex, color, race, age, national origin, ancestry, religion, or creed, physical or mental disability, sexual orientation, gender identity/expression, genetics, military or Veteran's status, political beliefs or other protected status.

Candidates pursuing degrees in Psychology, Sociology or wanting to gain a better knowledge of the Human Service field are encouraged to apply.

PRINCIPLE ACCOUNTABILITIES

Some of the learning and growth opportunities within JRI that an intern in the Rediscovery Program would experience are:

- Learn about adolescent development.
- Assist with collecting and presenting curriculum to adolescents.
- Assist with administrative tasks including filing paperwork into client records.
- Co-facilitate psycho educational and life skills groups, special events and recreation.
- Participate in weekly supervision.
- Attend trainings on topics such as substance abuse, domestic violence, mental health and medical issues.
- Assist with a comprehensive network of services, including community living, behavioral treatment, therapeutic recreation, and family, group and individual counseling.

- Assist clients achieving goals in community living, counseling, life skills, health education, vocation and hobbies.

General Duties and Responsibilities:

- Dress appropriately and be punctual.
- Function as part of a team
- Act as a role model for service recipients.
- Report any changes in service recipient's physical or emotional health (including unusual incidents)
- Notify your supervisor if you are unable to keep your schedule.
- Keep a record of your service hours on the posted form at your program.
- Have sensitivity to service recipients' ethnic, cultural and economic backgrounds, as well as physical or mental challenges.
- Follow the agency's Confidentiality Policy.
- Attend internal and external trainings as required.

Specific Responsibilities:

- Observe behavior management and therapeutic treatment modalities of program.
- Assist with case management documentation.
- Assist with client activities and daily routine.
- Assist in researching community resources for youth and their families.
- Recognize opportunities to develop and present psycho-educational life skills and independent skills building groups to service recipients. Topics may include cooking, hygiene, life skills, cleaning, social skills, problem solving, respect, relationships, stereotypes, activism, fitness, conflict resolution, health, yoga, etc.
- Conduct peer mediations.
- Support service recipients with their homework and acquiring independent skills.
- Learn conflict management and de-escalation techniques working in the milieu.

OTHER RELATED RESPONSIBILITIES

All interns complete an intake and orientation that includes the opportunity to interview other interns, Criminal Offender Record Information (CORI) clearance, reference check, Occupational Safety and Health Administration (OSHA) training, Mantoux (tuberculosis) screening (at some programs), information on JRI's mission, as well as the program's place in that mission, including its philosophy, goals and general policies

Interns are required to attend additional training, including First Aid, CPR, CPI - Day 1 (De-escalation), Compliance and Performance Quality Improvement. It is recommended that interns also participate in CPI - Day 2.

We will arrange for all of these requirements.

WORKING CONDITIONS

Works directly with milieu and administrative offices.

OTHER: Our pre-independent living, community based group home houses 12 young men between the ages of 16 and 21 who are preparing to leave state custody. Residential caregivers are on site 24 hours a day, seven days a week to provide structure and guidance. The house provides a stable, safe, and supportive environment for the young men to come home to, while also allowing them to integrate into the community. Youth are evaluated according to a natural consequence system, where privileges are granted based on age, responsibility, and in proportion to the trust they have earned. The young men are also encouraged to spend time in the community in order to learn how to appropriately interact with others and follow community standards. Each young man in the program is paired with an advocate, a staff member assigned to assist and counsel him on all aspects of his life. Advocates meet weekly with their assigned youth and help them with a variety of tasks; advocates might take the youth clothes shopping, help them search for jobs, or help them put together a schedule for the upcoming week. In addition advocates and youth often spend time together just hanging out, watching movies, or going out to eat. All of our activities at the group home are aimed at the ultimate goal of self-sufficiency for the youth. The formal and informal day-to-day lessons being taught by staff are supplemented with workshops designed to teach specific life skills.

AGENCY SUMMARY:

Justice Resource Institute is a non-profit 501(c)(3) human services agency. Justice Resource Institute (JRI) is dedicated to addressing the most confounding challenges of both the human services and educational systems and the persons and families these systems were created to serve. JRI pursues the social justice inherent in opening doors to opportunity and independence. Although our range of services is as varied as those we serve, our approach is uniformly characterized by compassionate support, innovation, and community leadership. We work in partnership with individuals, families, communities and government to address their shared challenges in a comprehensive, coordinated, systematic, and effective manner. JRI seeks new knowledge and improved evidence-based practice, in research and in the field, in order to inform our continuous search for excellence in service.

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