

## INTERN POSITION DESCRIPTION

**PROGRAM: GRIP Community Based Services**

**POSITION REPORTS TO: Program Director**

**POSITION TITLE:** GRIP Community Based Services Intern (Holyoke)

### **QUALIFICATIONS:**

All Intern candidates must be

- Pursuing a degree in Social Work, Psychology, Counseling Psychology, Mental Health Counseling, Human Services or other related field
- Proficient in Microsoft Office as well as using email and internet browsers
- Professional, effective communicators with staff and clients
- Available to attend required trainings, group supervision, and weekly individual clinical supervision
- Able to access reliable transportation with a valid driver's license and proof of current auto insurance

Acceptable CORI (Criminal Offender Record Information), OIG background check, driving record, and reference check are required. Internship hours are flexible; based on the availability of both the intern and clients. Evening or weekend hours are required. Clinical supervision and trainings are provided Monday through Friday, between the hours of 9:00 am - 6:00 pm.

### **GENERAL DUTIES AND RESPONSIBILITIES:**

- Dress appropriately and be punctual
- Communicate frequently with staff and supervisor regarding clients
- Complete client documentation as required
- Adhere to all agency policies and procedures
- Engage in culturally aware practices with all clients
- Attend internal and external trainings as required
- Keep a record of your service hours on the posted form at your program
- Perform other duties to be assigned based on degree level and professional interests

### **AGENCY SUMMARY:**

JRI's GRIP Community Based Services work with children under the age of 21 in the greater Lowell area through the Children's Behavioral Health Initiative (CBHI) for MassHealth youth. An array of services are provided to children enrolled in MassHealth Standard or CommonHealth who meet the medical necessity criteria for each service.

The Children's Behavioral Health Initiative (CBHI) is an interagency initiative created by the Commonwealth of Massachusetts to strengthen, expand and integrate state services into a comprehensive, community-based system of care. CBHI ensures that families and their children with significant behavioral, emotional and mental health needs, obtain the services necessary for success in the home, school and community. Services are also provided to youth and families who are involved with child-serving state agencies such as the Department of Children and Families, Department of Mental Health, Department of Developmental Disabilities and the Department of Youth Services.

Justice Resource Institute is a non-profit 501(c)(3) agency which 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.

We have over 2000 employees and 250 volunteers, including interns. The agency provides a variety of volunteer opportunities, based on your interests and skills. JRI 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.

For more information, please visit our website at [www.jri.org](http://www.jri.org).

**Contact:**

Morganne Crouser, LICSW  
Program Director  
476 Appleton Street #5  
Holyoke, MA 01040  
Phone: 978-799-7397  
[mcrouser@jri.org](mailto:mcrouser@jri.org)