



ISANTI COUNTY INTERNSHIP PROGRAM SUMMARY

PROGRAM: Social Worker Internship

REPORTS TO: Social Services Supervisor

DEPARTMENT: Family Services

INTERN CODE: 4358-I

CHARACTERISTICS OF THE CLASS:

Under the general supervision of a Social Services Supervisor, performs work in providing social work services on cases involving complex social problems and social treatment plans.

EXAMPLES OF DUTIES:

- Shadows workers conducting interviews with clients at intake. Interns may conduct interviews under direction and/or with oversight.
- Carries a caseload under supervision where a need for continuing social casework predominates.
- Conducts case evaluation for the purpose of assessing problems and determining appropriate types and methods of treatment with oversight from workers.
- Prepares intensive long or short-term treatment plans, which require a fund of casework knowledge. These plans are reviewed by the supervisor.
- Identifies client situations, which require intensified service and brings to the attention of supervisor for help or referral.
- Provides vocation/employment services as directed.
- Provides services to persons with disabilities with oversight.
- Provides or assists in providing services to other cases involving difficult social and financial problems.
- Prepares social histories with oversight.
- Supervises foster home placements.
- Shadows interviews and, with assistance, screens prospective adoptive parents.
- Provides preventive services as directed.
- Provides casework services for rehabilitation and care of children with oversight.
- Prepares and maintains case records under supervision which meet federal, state and local guidelines.
- Dictates findings and correspondence.
- Prepares regular and special reports as directed and with oversight.
- With oversight, provides services to children and families with cultural sensitivity.
- Participate in in-service training and other staff development activities to increase knowledge of social work processes and skill in application to individual cases as authorized by the supervisor.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of the principles and techniques of interviewing and recording in social work and the ability to apply them.
- Knowledge of individual and group behavior.
- Knowledge of social casework objectives, principles, and methods.
- Knowledge of social-economic factors, which promote stable family life and understanding of the elements, which affect family security.
- Knowledge of the principles of community organization.
- Knowledge of physical and mental illnesses.
- Knowledge of social welfare research methods.
- Knowledge of family systems and dynamics.
- Ability to effectively apply casework knowledge and skills.
- Knowledge of cultural diversity.
- Working ability to work constructively within an agency in the community setting and in effectively utilizing appropriate resources and services.
- Ability to work constructively in the development and coordination of community resources to meet special needs.
- Ability to manage time productively.
- Ability to prioritize caseloads.
- Ability to communicate effectively, both orally and in writing.

MINIMUM QUALIFICATIONS

- Enrolled in a college program working towards a bachelor's degree from an accredited college or university with a major in social work, psychology, sociology or closely related field.
- Intern will work a minimum of 480 hours, unless otherwise approved.

Unpaid interns will not be entitled to wages or compensation, and they will be required to maintain strict confidentiality concerning private, confidential, or privileged information that they encounter during their internship. The internship may be terminated at any time by either the intern or the Isanti County Family Services Office.