

POSITION DESCRIPTION

Position Title:	Student Intern	Location:	PWC Oxnard
Department:		Reports To:	Erica McKee, BA, CATC II, CCS
Length of Internship:	3 Months	Minimum Hours/Week:	2-8 hour days per week min
Position Summary:	<p>You will be required to be punctual, be prepared for any assignments that you facilitate, be on time with any required documentation pertaining to client care and related to your internship with Prototypes. An orientation will be provided to you by your supervisor when you begin your internship and you will be required to adhere to PWC Oxnard's Policies, Procedures and Code of Conduct and Professionalism.</p> <p>You will, along with your supervisor, develop a learning plan including areas of interest that you will be trained on and you will be responsible for adhering to this plan. You will be provided weekly supervision to discuss your progress and any questions you may have.</p>		
Job Training:	<p>Depending on the objectives in the learning plan you develop, the areas in which you will gain experience and training may include, and is not limited to: Intake, Group Facilitation, Assessment, Co-facilitating educational groups to clients, UA testing, and Detoxification protocols, and development of a Treatment Plan, and required documentation.</p>		
Knowledge, Skills & Competencies Required:	<ul style="list-style-type: none"> • Current enrollment as a student in Field Experience classes at an accredited College, having completed at least 15 core units in Alcohol and Drug Counseling classes. • Basic understanding of the process of Addiction, Recovery and Intervention, 12 step programs, substance abuse and self sufficiency issues. • Ability to use Microsoft Word. • Minimum age of 21 years • California Driver's license with proof of insurance. 		