YWCA of Richmond
Internship Position Description

Job Title: Advocate Intern (YWCA Based)
Department/Program: Sexual and Domestic Violence Services
Reports To: RHART Coordinator
Prepared By: Clinical Team Lead
Prepared Date: April 3, 2014
Approved By: Director of Clinical Services

GENERAL PURPOSE OF INTERNSHIP
To provide theoretically-based advocacy services and crisis support to victims of sexual and domestic violence in a hospital setting. Interns at the YWCA of Richmond are involved in individual contact, crisis intervention and advocacy through problem-solving and empowerment models. This internship offers diverse learning opportunities including legislative advocacy, participation in community task forces, grassroots organizing, and hospital accompaniment for survivors of intimate partner and/or sexual violence, and case management.

A component of the internship is providing hospital accompaniment. The purpose of hospital accompaniment is to provide supportive accompaniment services at local hospital emergency departments for people who have experienced intimate partner and/or sexual violence. The intern would offer supportive counseling, crisis intervention, advocacy, and resource and referral information. The intern also connects clients with additional intimate partner and sexual violence services, including counseling, court advocacy, and emergency shelter resources. The student in this placement would primarily work with the Forensic Nurse Examiner (FNE) in the emergency department.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:
Duties may be modified based on individual student learning needs.

REQUIREMENTS Must be a BSW junior or senior or MSW first year, or pursuing a Bachelor’s Degree in a related field.

SPECIFIC TASKS
• Assist with the day-to-day administrative duties of the Regional Hospital Accompaniment program to include; providing follow-up calls to survivors, preparing resource folders and RHART bags, entering information into a required database
• Serve as the hospital advocate on-site during the scheduled internship days and hours
• Provide hospital advocacy to survivors of sexual and domestic violence at Bon Secours’ St. Mary location
• Complete all required daily, weekly, and monthly documentation
• Complete a learning plan and working contract with supervisor
• Write and submit weekly process recording and conference agenda to supervisor
- Participate in weekly individual supervision, clinical team supervision, Forensic Nurse Examiners’ case rounds, and any other meeting if appropriate and if student’s schedule permits

- Assist in the planning and implementation of the scheduled RHART Advocacy meetings

- Assist with the planning, implementation, and evaluation of YWCA sponsored trainings

- Attends YWCA and other community trainings that would increase knowledge and skills in providing effective services

- Facilitate community outreach and training activities on behalf of the YWCA to community partners and other agencies to raise awareness about domestic and sexual violence and available resources for survivors

- Read (3-5) Domestic and Sexual Violence Scholarly articles