

# YWCA IS ON A MISSION

## First and Second year Human Services Internship

YWCA Northeast Indiana is a comprehensive service provider for individuals in crisis due to domestic violence or addiction. We provide case management both in the community and at our crisis shelter as well as a residential addictions recovery program. We also provide youth and adult education on addictions and domestic violence as well as general community awareness events on racism and equality.

As an intern at the YWCA, you will gain hands-on experience in each of our programs and then will work with your supervisor to explore deeper the program(s) you are most interested in. You should leave your YWCA internship with a comprehensive view of crisis case management and community awareness.

### Roles and duties of an intern:

- Shadow and observe direct care staff while being mindful of HIPPA and other confidentiality protocols
- Ask questions and gain new insights into the roles of direct care workers
- Complete projects as outlined by supervisor
- Assist and gain knowledge in administrative requirements of case management and direct care work
- Attend task forces or other community group meetings with supervisor
- Participate in weekly supervision meetings

### Qualifications:

- Interest and passion in working with families in crisis
- Ability to work individually or with a team
- Strong communication skills both verbal and written
- Basic technology knowledge – email, internet, word processing
- Pass a background check

To apply: Please email resume and cover letter to Carla Kilgore at [ckilgore@ywcaerew.org](mailto:ckilgore@ywcaerew.org). Please specify which internship you are interested in applying for as well as hours needed and what school you are attending.



eliminating racism  
empowering women  
**ywca**

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