**YSB Internship Program Overview**

YSB Internships provide valuable “hands-on” experiences working with children, youth, and families in Centre County. The YSB offers full-time and part-time internships in the following programs:

**Residential Programs**

* **Stormbreak**- Interns are assigned to assist with designated cases. They will be responsible for assisting with individual and group counseling while providing supervision and care to the youth.
* **Burrowes Street Youth Haven**- Interns assist with hotline calls, case management, and program activities. They will help with therapeutic work including individual and family counseling sessions while providing support, care, and supervision to the youth.
* **Independent Living Program**- Interns are assigned to assist with designated cases, assist with life skills workshops, and provide supervision and care to the youth who are placed in apartments.

**Family Based Programs**

* **Family Group Decision Making** – In the FGDM program, interns will accompany staff to pre-conference activities with family members and other meetings pertaining to the clients. They will assist with the logistics, planning, and preparing for family conferences. An intern will shadow the FGDM staff initially; observing and discussing the content of the preparation activities leading up to and during the family group conference. Eventually the intern will have the chance to co-facilitate the family group conference with the FGDM staff.
* **DeClutte**r – Interns will accompany staff on home visits and other meetings that pertain to the clients. The intern will shadow the DeClutter staff initially; observing and discussing the client sessions. Eventually the intern will have the chance to co-conduct the home visits, with the opportunity to conduct sessions independently through the supervision of staff.
* **JUMP** – The juvenile mentoring program (JUMP) serves low and medium risk youth, ages 12 – 17, in the delinquency system. Through mentoring, group activities, community service, and access to curriculum including Victim Offender and aggression replacement training (ART). Youth are given practical and social skills with the intention of helping them to avoid future delinquent behavior. JUMP intern duties include scheduling community service and pro social activities, transporting youth, attending court, and maintaining case files, along with much more.
* **Reunification** – Interns will accompany family counselors on visits between parents and children, counseling sessions with parents, counseling sessions with youth, family counseling sessions, and team meetings with other service providers. An intern will shadow the family counselor initially; observing and later discussing sessions. Gradually, the intern will help supervise visits between parents and children, with the opportunity to co-conduct some counseling sessions with a family counselor by the end of the internship. Interns will be responsible for completing the required paperwork which accompanies the position.
* **Parenting Plus** – Interns will accompany parent educators on home visits and other meetings pertaining to the clients. An intern will shadow the parent educator initially; observing and discussing the content of the home visit following the meeting. They will begin co-conducting the home visit with a PE, and gradually have the opportunity to independently conduct a home visit through the supervision of a PE. Interns will complete the required paperwork which accompanies this position.

**Community Based Programs**

* **Big Brother Big Sisters Program** - Interns assist with case management, children’s group activities, volunteer recruitment, and training. As an intern you will have the option to serve as a Big Brother or a Big Sister to a Little.
* **Outreach “Streetworks”**- As a member of the Outreach Team, interns will travel to community sites. Interns will offer street-based prevention to assist with children’s activities and planning, providing education, assisting/ teaching meal preparation, assisting with homework, case management, volunteer recruitment and training etc.
* **D & A/Tobacco Abuse Prevention** – Students will be given the opportunity to learn the ins and outs of prevention science – a modality that decreases the risk factors and increases the protective factors associated with teenage problem behaviors. These behaviors include drug and alcohol abuse, teen pregnancy, violence, crime, and school dropouts. The interns time will primarily be divided between three areas: (1) direct field experience with middle and high school youth, (2) direct field experience with numerous community professionals on several committees and boards, (3) office work, event planning, and curricula development.
* **Youth Centers** – Interns provide drug and alcohol prevention activities, literacy activities including homework assistance and daily story time, recreation, street outreach, and assist staff with supervision of children attending the centers before and after school. Internship sites are centers located in Bellefonte and Snow Shoe.

**On Occasion, Internships are also available in these additional areas:**

* **Administration/Development** – Interns will assist with various administrative tasks. For example, outcome-based program evaluation, secretarial duties, database management, public relations, office management, assist with fundraising events, etc.
* **Finance** - Interns will be assisting with various finance task. For example, accounts payable, accounts receivable, payroll processing, the general ledger, budgeting, account analysis and in-kind donation tracking.
* **Human Resources** – Interns will be assisting with various human resources tasks. For example, prescreening applicants, new employee and intern orientation, employee database management, benefits administration, completing all onboarding new hire paperwork, clearance and background checks, policy and procedure review, etc.

**How to Apply**

If you are interested in pursuing and internship with the Centre County Youth Services Bureau, please complete and return the intern application. Once you have submitted your application, distribute the intern reference forms to three individuals (employers, instructors, advisors) who can speak on behalf of your skills. Please ask your references to send the forms directly back to us via email, fax, or mail. Applications and reference forms can both be found on our website at <https://ccysb.com/>

Please direct any questions to the Human Resources Director:

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