**John Muir Charter School Counseling Services**

**Counselor Trainee/Intern Position Description**

**Recruiting for Positions in the following regions:**

**Southern California: RIVERSIDE, ONTARIO, SAN BERNARDINO, ORANGE, LOS ANGELES**

**Northern California: SAN FRANCISCO, SONOMA, MARIN, ALAMEDA, SACRAMENTO**

**Central Coast & Valley: MONTEREY, SAN JOAQUIN, FRESNO, KERN, SLO**

**Organization & Counseling Services Description**

John Muir Charter School (JMCS) serves 16 to 25 year-old students enrolled in a job-training program provided by California Conservation Corps, Local Corps, YouthBuild and Workforce Investment Opportunity Act organizations. The majority of JMCS students dropped out of traditional high schools and must overcome many challenges to achieve academic and work success (see [www.johnmuircs.com](http://www.johnmuircs.com) for more information). Counseling Services provides support to the academic mission and vision of JMCS by providing culturally-responsive prevention, intervention and enrichment activities to improve behavioral, social-emotional and mental health wellness, career development and advocacy with and on behalf of students.

**Counselor Trainee/Intern Position Description**

Counseling Services Counselor Trainees/Interns (CT/I) are the primary direct service providers for JMCS students. Under the supervision of the director of counseling services, CT/Is engage in the following counseling activities: a) individual counseling in the areas of personal, career and crisis response; b) small group counseling; c) large group psychoeducation facilitation; d) administering relevant assessments; e) case conceptualization presentations; f) treatment planning; g) writing case notes; h) collecting data for client information systems; i) staff consultation and training; and j) any other counseling-related activities that may arise. CT/Is may assist in designing new and/or implement existing counseling interventions. Client presenting concerns include, but are not limited to, substance abuse, addiction, trauma, gang-involvement, court-involvement, family trauma, grief and loss, relationship issues, anger management and communication issues. CT/Is must follow HIPPA, FERPA and the ACA Code of Ethics. The CT/I position is unpaid.

CT/Is also participate in the following training activities for their own professional development: a) new CT/I orientation; b) weekly individual or triadic supervision; c) weekly group supervision; d) video-recording and live observation for training purposes; e) evaluation based on their home university requirements; and f) on-going professional development offered on an as needed basis. Clinical supervision is provided by a licensed clinician in accordance with BBS regulations. Programmatic supervision is provided by the director and/or coordinator of counseling services. The director and/or coordinator of counseling services will communicate with the home universities on a regular basis including if CT/Is need additional support on an as needed basis. JMCS has final authority in deciding if a CT/I’s contract is terminated early.

**Skills & Experience**

* Eligible to complete advanced field practice according to the requirements of the home university, including completion of required course work and pre-practicum; or, working toward licensure
* Experience and/or practice conducting mental health counseling with diverse clients including but not limited to individual and group counseling based on counseling theory and techniques, identity development, trauma-informed intervention, psychoeducational groups, career development, advocacy, case management, assessment and documentation
* Preferred experience working and/or educational specialization with 16 to 25 year-old adolescents and young adults in alternative school settings
* Willingness to engage in reflection and other professional development as needed that focuses on increasing multicultural and advocacy competencies
* Demonstrated understanding of clinical supervision and willingness to engage in clinical supervision
* Demonstrated understanding of and/or a desire to learn how to use data to inform clinical decisions
* Creative, team-oriented, proactive, self-starter, flexible, detailed, organized and open to feedback
* Willingness to assist in writing counseling-related psychoeducational group and staff development curriculum
* Strong public speaking and written communication skills; bilingual in English and Spanish preferred
* Willing to travel minimally
* Proficient in Microsoft Office, Google Drive, and information tracking systems

**Qualifications & Position Requirements**

* Enrolled in graduate-level counseling program; a specialization in clinical mental health counseling preferred
* Commit to working with JMCS for a minimum of one academic year (i.e., 2 semesters or 3 quarters) for 15-20 hours per week
* Available to attend new CT/I orientation & weekly group supervision/team meetings
* Bachelor of Arts or Science degree from an accredited university
* If selected, must submit Live Scan background check and tuberculosis test results

**Application Materials**

* Email the following application documents to Dr. Jayne Smith ([jsmith@johnmuircs.com](mailto:jsmith@johnmuircs.com)), director of counseling services:
  + Cover letter that describes your interest in completing your advanced field practice/internship with JMCS Counseling Services, understanding of multicultural and advocacy competencies, theoretical approach to counseling and one example of a time you worked with diverse clients/students
  + Resume
  + List of 3 references including name, title, organization, telephone, email address, their relation to you and number of years they have known you (Please do not send letters of recommendation)
* Please contact Dr. Jayne Smith if you have questions regarding this position posting ([jsmith@johnmuircs.com](mailto:jsmith@johnmuircs.com); 619-818-7838)