



Graduate Social Work Intern

Department: Therapy

Reports to: Clinical Director

Supervises: N/A

Status: Part-Time/Non-Exempt (20 hours/week)

Compensation: \$1,250/month (\$12,500 for 10 months)

Position Summary

The Graduate Social Work Intern's primary responsibilities will include providing case-related client advocacy services to children, adolescents, and adults who have been victims/survivors of domestic violence (DV); providing referrals to Enlace's in-house services or community resources as necessary; managing a client caseload and coordinating services in-person and virtually. Client advocacy services will be provided both on-site at Enlace's facility and at partnering school sites—in collaboration with Enlace's prevention department and school-specific ABC Community School Coordinators. Enlace is growing our presence in area schools within Bernalillo County and the Graduate Social Work Intern will play a key role in supporting students, parents, and community members who participate in Enlace's on-campus services.

Essential Duties & Responsibilities

The Graduate Social Work Intern will:

- Provide individual DV client advocacy (case management) in a trauma-informed manner;
- Provide weekly client advocacy services to students and/or their non-abusive parent/caregiver at Enlace's partnering school sites (most of which are located in Albuquerque's South Valley and Westgate communities)—and, as appropriate per school site, provide client advocacy services to community members residing within the service footprint of Enlace's partnering ABC Community School;
- Participate in weekly Enlace multidisciplinary staffing and other clinical group activities with staff and other graduate interns;
- Provide crisis intervention on an "on-call" basis, when on-site at Enlace's office;
- Maintain meaningful engagement with clients and any other Enlace staff involved in the clients' service plans; and
- Assist Clinical Director and therapy team with the planning and coordination of special activities, such as Enlace's therapy-focused summer camp programs, winter camp, spring camp, parent conference, and youth-related activities.

In addition to the essential duties outlined above, the Graduate Social Work Intern will:

- Be committed to advancing immigrant rights, gender equity, and socioeconomic justice;
- Be committed to advancing Enlace's mission, vision, core values, and programmatic goals;
- Leverage best practices for facilitating positive, constructive interpersonal communication—including an ability to navigate and resolve conflict in a manner that values and respects relationships with colleagues and community partners; and will engage in direct communication with a solutions-oriented approach;
- Be highly organized, self-motivated, detail-oriented, creative, and demonstrate excellent time management in managing multiple projects;
- Exercise emotional maturity and a sense of humor in resolving pressing issues or project components;



- Be a collaborative team player who shares responsibilities, and supports and acknowledges colleagues' contributions;
- Respect differences in race, ethnicity, age, gender, gender identity, gender expression, sexual orientation, religion (or lack thereof), ability, arrest or conviction history, socioeconomic status, and immigration status; and
- Be flexible to manage other duties as assigned.

The duties and responsibilities outlined above do not comprise a comprehensive list and are intended to provide a representation of the general nature and level of work performed by an employee in this capacity. Enlace maintains the right to augment, realign, or remove duties and responsibilities as business dictates.

Knowledge, Skills, & Abilities

The following characteristics are essential to the performance of this position.

- Understanding of trauma-informed client advocacy praxis;
- Knowledgeable/aware of community resources available to immigrant DV survivors;
- Proficient in basic computer applications (Microsoft Office Suite), with an openness to learning Enlace's client database (ClienTrax);
- Have excellent follow-through and time management skills;
- Be creative and diplomatic, with an ability to navigate conversations in a trauma-informed manner;
- Ability to work independently and collaboratively;
- Strong self-starter who feels comfortable taking initiative and socializes solutions to meet clients' needs; and
- Willingness to work flexible or irregular hours during peak periods—especially as necessitated by partnering schools' schedules.

Please note: an individual is not required to disclose information about mental or physical limitations that may potentially interfere with work performance. However, a reasonable accommodation is only possible if Enlace is notified of modifications that may be necessary for the individual to adequately perform the duties of the position.

Enlace is an equal opportunity employer. We value a diverse workforce and an inclusive workplace culture. Enlace encourages applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity and expression, age, national origin, marital status, immigration status, disability, or veteran status.

Position Qualifications

- A current student in a Social Work, Counseling, Psychology, Mental Health Counseling, or Community Counseling Master's degree program.
- Must be currently enrolled in a practicum or internship class—or are meeting internship requirements for a graduate degree.
- Current LCSW/LMHC-Intern completing 3000 hours toward LPCC licensure.
- Must be bilingual (English/Spanish). Ability to speak and write concisely and accurately and to communicate effectively with others—both internal and external to the mental health field.
- Must have own transportation and current insurance.



Employment Screening & Compliance

- Employee will be subject to a CYFD background check;
- Employee must comply with all Enlace operational policies, especially those involving the safety of fellow workers, volunteers, and clients/customers;
- Employee must maintain a current and valid driver's license to perform work duties if position requires activities that necessitate travel by motor vehicle; and
- Employee must have and maintain a clean driving record.

Enlace Work Environment

- Most essential duties are performed in an office environment with exposure to a variety of business equipment and other pertinent materials normally found in this type of work setting;
- Work is normally performed in an area permitting partial-to-total privacy; and
- Work duties often require travel to other locations throughout the city, state, and country.

To Apply. All applicants must submit a cover letter, resume, and three (3) professional references to jobs@enlacenm.org with the subject line "Graduate Social Work Intern Application" or mail to: Enlace Comunitario c/o Human Resources (2425 Alamo SE Albuquerque, NM 87106).