

Howard Community College
Counseling and Career Services
Counseling Externship for Graduate Students

Training program description

Counseling and Career Services (CCS) offers a comprehensive training program for graduate students enrolled in counseling master's programs, and doctoral programs in counseling psychology, clinical psychology, pastoral counseling, or related fields. Trainees will have the opportunity to provide both personal and career counseling on an individual or group basis, to engage in outreach and consultation with the campus community, and to develop knowledge of CCS operations by participating in center activities such as our biannual Job Fairs and Freshman Focus Workshops. To enhance the development of their clinical skills, trainees will receive intensive individual and group supervision, and participate in case conferences and training seminars.

The program can accommodate trainees looking for a 10 to 20 hour per week training experience. Interested applicants must commit one academic year to the Training Program, and be available the third week of August for a two-day orientation. Because trainees see clients only when their supervisor is on site, limited evening hours are available.

Training experiences

- **Individual clients**

Counseling and Career Services currently has a 12-session limit per academic year for individual personal counseling. Although there is some flexibility in terms of numbers and types of clients seen, trainees will carry at least five clients and conduct two intake sessions per week. Individual caseloads will vary depending on the training needs and interests of the trainee, and trainees will have the possibility of carrying two longer term cases and/or more than five clients.

- **Individual supervision**

At least one hour of face-to-face supervision per week is provided by senior staff. All trainees are required to audiotape their sessions and to submit tapes to their supervisor. Supervision includes client case conceptualization and management, exploration of therapeutic relationship dynamics, and treatment planning. Master's interns will remain with their assigned supervisor for the entire year, while doctoral externs will rotate supervisors mid-year.

- **Group supervision/case conference**

Trainees will meet twice per month as a group with the program coordinator to discuss cases. During the fall semester, cases will be discussed on an informal basis. In the spring semester, formal case presentations and discussions will be held. Each trainee will be required to present two formal case presentations.

- **Training seminar**

Training seminars are held monthly, and incorporate topics of special interest to students as well as some fixed topics. For example, initial seminars include Ethics, Diversity Issues, and Suicide Assessment and Intervention. The day and time of the training seminars will be determined. Seminars include presentations by CCS staff and outside experts in the topic.

Campus outreach

Trainees will have the opportunity to be involved in facilitating outreach programs on various topics, as well as to consult with faculty and staff on different issues. Examples of outreach we typically conduct are anxiety and depression screening, health and wellness fair, eating disorders awareness week activities, resume review workshops, career infusion programming with developmental English classes, and orientation to our services.

Additional activities

- **Individual therapy with Career Links students**
Career Links is a special program within Counseling and Career Services that provides support to low to moderate income single parents and/or displaced homemakers. Trainees with a specific interest in this population may choose to include Career Links clients on their caseload.
- **Individual work and outreach with the Athletic Department**
Trainees with an interest in sport psychology may elect to provide counseling and/or outreach programming to individuals and teams in the Athletic Department. Examples of outreach program topics may include career development, goal setting, mental skills training, and persisting despite obstacles. Intervention in the Athletic Department is largely focused on enhancement (as opposed to remediation).
- **Group therapy**
If available, trainees may elect to co-lead therapy groups with a senior staff member. Trainees who co-lead groups will receive one additional hour of supervision per week.
- **Weekly case conference for clinicians**
Senior staff meets weekly to provide one another with peer supervision and support. These informal meetings may be open to trainees who would like to attend, schedule permitting.
- **Campus activities and organizations**
For trainees who are interested in learning more about how Counseling and Career Services fits within the greater campus community, there are opportunities to become involved in campus activities. For example, trainees may elect to serve

as a liaison to one of the many campus clubs, or become involved in campus committees such as the HCC Book Connection.

Application procedure

Interested applicants must be available for the entire academic year, beginning the third week of August 2007. The program is designed for master's students ready to begin their internship experience, and to doctoral level students who have successfully completed at least one practicum in counseling. For the 2007/2008 academic year, we are accepting two master's students and two doctoral students.

To apply, please send the following materials:

- Letter of interest
- Current resume or vita listing all relevant work experience and practica
- Graduate transcript
- Two letters of reference, including at least one from a supervisor familiar with your clinical work

Materials may be mailed to the address below.

Suzanne Miller Friedman, Ph.D.
Assistant Director, Mental Health Counseling
Counseling and Career Services
Howard Community College
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Applications are due no later than March 1, 2007. Qualified candidates will be invited to interview for the position(s). Please call (410) 772-4840 for additional information.

Howard Community College

Situated on a 120-acre wooded campus, Howard Community College (HCC) offers a wide range of academic pursuits and extracurricular activities for students of all ages and walks of life. Nearly 7,000 students pursue studies at HCC in a variety of academic programs leading to transfer to four-year colleges or immediate employment upon graduation. An additional 14,000 students take courses for personal or professional development. Our students come from diverse racial/ethnic and geographical backgrounds, and HCC is home to many international students. In contrast to students at 4-year institutions, HCC students range in terms of age and socioeconomic status.

Counseling and Career Services (CCS) is housed in the spacious new Student Services Building. Our wing includes Student Support Services and Disability Support Services. CCS currently includes four full-time professional counselors or psychologists, two part-time counselors or psychologists, a part-time coordinator of Career Links, four part-time evening counselors, three graduate trainees, a part-time internship/coop coordinator, a career assistant, two full-time office support staff, and a part-time webmaster.

Counseling and Career Services serves both HCC students and Howard County community members. In a typical year, about 1,270 clients seek services and are seen for emotional/personal and career counseling. Included in this number are approximately 385 community members.