



Mission Statement

The Harrisonburg-Rockingham Community Services Board provides services that promote dignity, recovery, and the highest possible level of participation in work, relationships, and all aspects of community life for individuals and families whose lives are affected by mental health, substance use, or developmental disorders.

Vision Statement

To be a leading community partner providing integrated services to persons with behavioral health and developmental disabilities across their lifespan.

Internship Opportunities

Harrisonburg-Rockingham Community Services Board (HRCSB) provides services to individuals and families who struggle with behavioral health and developmental disorders. HRCSB has a longtime commitment of providing undergraduate and graduate students with a variety of internship opportunities. We have several specialty areas in which we offer students job experience while being mentored and coached by a seasoned professional. We can offer internships working with children, adolescents, adults, infants with disabilities, children and adults with developmental disabilities, business development, and information technology.

Many of our undergraduate and graduate level internship students continue on to do additional internships or find an entry level position within the agency. Included in this booklet is a Clinical Career Pathway flowchart that shows the possible career path with HRCSB. In addition, a description of possible internships and contact information is included.

We look forward to working with you!

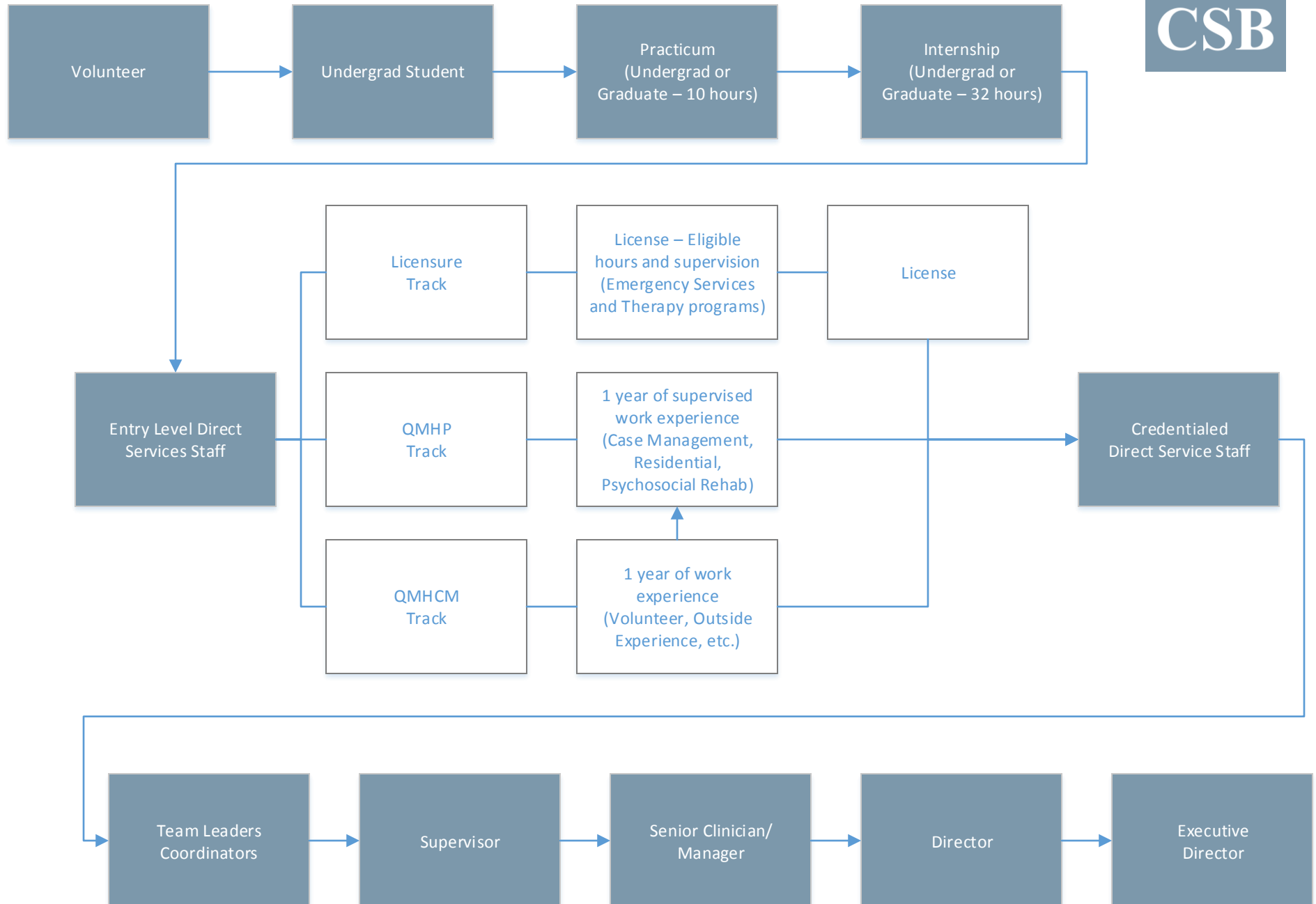


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Interested Applicants should complete an application found on our website (www.hrccb.org) or download and mail it to Attn: Human Resources 1241 N Main St, Harrisonburg, VA 22802 **at least 4 weeks before the start of the semester.** (Please be sure to include the specific internship title you are applying for in the “Position” field)

HRCSB Clinical Career Pathways



Adult Outpatient Service

Program Description

Individual, group therapy, and case management applying Motivational Interviewing, CBT and other evidenced-based strategies for treatment of Mental Health, Substance Use, and co-occurring disorders.

Position responsibilities

Therapy

- Participate in weekly individual and group supervision, and in-house trainings, particularly in Motivational Interviewing
- Learn how to document and develop treatment plans in EHR
- Observe, prepare materials for, and eventually co-facilitate treatment groups for Substance Use and Mental Health Disorders
- Observe individual counseling sessions and intakes if this is deemed appropriate and the client gives permission. Weekly see up to a total of up to 5 individuals with mental health, substance use, or co-occurring disorders.

SA Case Management

- transport clients to appointments in the agency and community
- home visits with our SA case manager, assisting clients with paperwork
- connecting consumers with resources in the community
- contacting by phone for outreach and scheduling

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 2-3

Type of student: Graduate level therapy internships, Undergrad internships for SA case management.

Number of hours available: 20-25 hours/week per internship

Who to contact: Supervisor of Adult Outpatient Services – 540-434-1941



Adult Outpatient Substance Abuse Case Management

Program Description

Case management for individuals with diagnosis of substance use disorder or co-occurring substance use/mental health disorder

Position responsibilities

Assist case manager with addressing case management needs of consumers including transporting clients to appointments in the agency and community, home visits with SA case manager, assisting clients with paperwork, connecting consumers with resources in the community, contacting by phone for outreach and scheduling.

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student: Undergraduate

Number of hours available: 20-25

Who to contact: Supervisor of Adult Outpatient Services – 540-434-1941



Adult Mental Health Case Management

Program Description

Case Management consists of assessing the needs, strengths and preferences of the individuals served who live with persistent and significant mental illness. Case management links to needed services and continues to monitor those linkages for the duration of services. Examples of needed services/ linkages consist of housing, medication and psychiatric services, employment, community integration, benefits, legal services and crisis services. Case managers can have caseloads of up to 60 individuals.

Position responsibilities

- Work with case management staff to learn assessment, progress notes and individual service planning skills.
- Work directly with clients to engage in services.
- Engage in linking clients to services through contacts and referrals in the community.
- Provide transportation to clients while building rapport and therapeutic alliance.

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student: Undergraduate

Number of hours available: 30

Who to contact: Supervisor of Adult Case Management – 540-434-1941



Mental Health Skill Building

Program Description

Mental Health Skill Building (MHSB) works directly with clients in their homes and community. The service is designed to help individuals gain the skills they need for living independently and successfully.

Position responsibilities

- Work with staff to learn assessment, progress notes and treatment planning documentation skills.
- Works directly with individuals on independent living skills.
- Provides transportation to individuals while building rapport and therapeutic alliance.
- Work to augment services provided by primary staff.

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student: Undergrad

Number of hours available: 30

Who to contact: Supervisor of Mental Health Skill Building – 540-434-1941



Summit House (Psychosocial Rehabilitation)

Program Description

Summit House is a rehabilitative clubhouse environment providing psychosocial rehabilitation services to individuals in recovery from severe and persistent mental illness. Focus of this program is employment, member responsibility and empowerment, social engagement and support, mental health education and overall wellness. Summit house on average serves 118 unique individuals each month.

Position responsibilities

- Work with staff to learn assessment, progress note and treatment planning documentation skills.
- Work directly with individuals on skill development.
- Provide general supervision and engagement for milieu.
- Engage in psycho educational groups.
- Develop and administer a psycho education group curriculum.

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student: Undergrad

Number of hours available: 30

Who to contact: Supervisor of Summit House– 540-434-1941



Arbor House (Crisis Stabilization Unit)

Program Description

Arbor House is a seven-bed short-term residential program that provides support and stabilization for adults age 18 and over who are currently experiencing an acute mental health crisis. Participation in this program offers an alternative to inpatient hospitalization or assists in the transition from hospitalization back to the home. The goals of this program are to assist individuals in mobilizing their own inner resources and community supports to aid in their ongoing journey of recovery. While at Arbor House, staff work with residents to identify goals, stabilize the current crisis, and develop a community support system to assist in continued rehabilitation and recovery after discharge.

Position responsibilities

Co-lead groups, individual sessions with residents, complete admission to program, and complete discharge from program.

Location

Arbor House Building
1353 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student: graduate school intern

Number of hours available: 30+

Who to contact: CSU Supervisor – 540-434-1941



Mental Health Residential

Program Description

Residential services provide living opportunities at three sites in Harrisonburg. Residents are given support and interventions they need to live successfully in the community. The goal of the service is to prevent hospitalization and provide needed discharge placement for clients leaving long term hospital stays at Western State Hospital. There are 16 beds available for this intensive 24 hour service.

Position responsibilities

- Work directly with clients to engage in skill development.
- Develop new skill based modules to engage clients.
- Provide general supervision of milieu.
- Assist staff in community based outings and or transportation for individuals.
- Work with staff to learn assessment, progress note and individual service planning skills.

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 3

Type of student: Undergrad

Number of hours available: 30

Who to contact: Residential Coordinators – 540-434-1941

Developmental Services

Program Description

Developmental Disability Case Management provides support to individuals with chronic mental or physical impairments such as Autism Spectrum Disabilities, Intellectual Disabilities, Cerebral Palsy, and other developmental disabilities. The individuals served range in age from children to older adults in a wide variety of community settings. Case managers may interact with many different agencies and people such as community service providers, health care providers, social service agencies, schools, and family members. The case manager's primary function is to assess the person's needs, link them with services, and then monitor service delivery. Case managers are responsible for working directly with the individual and family to coordinate services, monitor health and safety, and assess the individual's satisfaction with services. Some direct assistance with transportation and maintaining independence in the community is also provided.

Position responsibilities

Duties include assisting Support Coordinators with linking individuals with disabilities with community resources and agencies, attending Support Intensity Scale Assessments and individual planning meetings, going on home and provider visits with Support Coordinators, assisting with transportation needs of individuals, providing some companion/community integration/social activities with individuals, assisting with the intake process, special projects and data collection, and various office organizational duties.

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student : Practicum Undergrad

Number of hours available: 10-40

Who to contact: Developmental Services Director – 540-434-1941

Behavioral Health Wellness

Program Description

The Behavioral Health Wellness mission is to increase behavioral health wellness by promoting Substance Abuse (SA) prevention and mental health wellness in the environment, communities and individuals. The guiding principles include:

- Data driven decision making.
- Collaborate with state and local prevention systems to build capacity through training, technical assistance and resources to increase population level behavioral health wellness.
- Utilize the strategic prevention framework to shape systems development, identify service delivery priorities and outcome evaluation.
- Ensure the implementation of proven prevention programs, practices, strategies, and policies.
- Integrate cultural competence throughout the prevention system.
- Monitor prevention system effectiveness and efficiency to achieve population level change through performance management.

Position responsibilities:

- Help research and implement environmental strategies aimed at influencing community conditions, standards, institutions, systems and policies to support the physical, economic, legal and socio-cultural conditions of families and the community.
- Assist in coordinating Strong Families Great Youth Coalition meetings, take minutes, and plan activities, as well as attend meetings.
- Participate in community outreach programs aimed at increasing community readiness.
- Help research and implement Social Marketing & Media campaigns that help raise awareness, promote healthy norms and behaviors and support policy changes related to SA and wellness.
- Assist in Counter Tools phase II and III implementation.
- Help coordinate Mental Health First Aid (MHFA) and Applied Suicide Intervention Skills Training (ASIST) courses.

Location

Charles S McNulty Center for Children and Families
463 E Washington St, Harrisonburg VA 22802

Number of positions per semester: 1

Number of hours available: 10 & 32 hr placements

Type of student: Undergraduate

Who to contact: Wellness Coordinator – 540-433-3100

revised: 9/7/16

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Children's Early Intervention Program

Program Description

Children's Early Intervention Program provides brief supportive therapy and case management services to students in Harrisonburg City Public Schools and Rockingham County Public Schools. The program is designed to provide mental health support at school for students who are unable to access traditional services.

Position Responsibilities

- Provides brief solution focused 20-30 minute sessions with students at school
- Collaborates with school personnel to address problematic behaviors that interfere with the student's ability to learn at school
- Acts as an advocate in the school system focused on student's mental health needs
- Assists student and their families in accessing additional supports in the community as appropriate
- This position also has the opportunity to do traditional outpatient work with uninsured children, youth & young adults at the McNulty Center

Location

Charles S McNulty Center for Children and Families
463 E Washington St
Harrisonburg VA 22802

Number of positions per semester: 1

Type of student: Graduate – Practicum & Internships

Number of hours available: 10 & 30 hr placements

Who to contact: Children and Adolescent Services Supervisor – 540-433-3100

Children's MH Case Management

Program Description

Children's Mental Health Case Management provides support to children and their family where the child has been identified as at-risk of developing a serious emotional disturbance or who have already been identified as having a serious emotional disturbance. Case managers assist children and their families with accessing services to address behavioral health and primary health concerns. They also work collaboratively with other child & youth serving agencies to coordinate opportunities for their clients to gain the skills necessary to understand and manage their health needs. Case managers also attend school meetings and act as an advocate for the child and family.

Position responsibilities

- Accompany case managers and clients to appointments, home visits and meetings
- Facilitate clients' access to services by providing transportation
- Assist case managers in coordinating services and monitoring clients' needs
- Complete paperwork as assigned
- May work individually with clients as mentors or tutors

Location

Charles S McNulty Center for Children and Families
463 E Washington St
Harrisonburg VA 22802

Number of positions per semester: 2 to 3

Type of student: Undergraduates – Practicum & Internships

Number of hours available: 10 & 32 hr placements

Who to contact: Children's Case Management Supervisor – 540-433-3100



Intensive Care Coordination Program

Program Description

The Intensive Care Coordination program assists in the transition of clients returning back to their community following a placement in a residential facility. This is achieved by coordination of wrap around supports and services.

Position responsibilities

Student will shadow employee and travel with them and assist in service delivery to clients, i.e. co-lead groups, coordinate meetings, assist in assessments and provide occasional research.

Location

Charles S McNulty Center for Children and Families
463 E Washington St
Harrisonburg VA 22802

Number of positions per semester: One (1) position per semester.

Type of student: Undergrad, Graduate, Practicum

Number of hours available: Up to 32 hours.

Who to contact: Supervisor of Child Case Management – 540-433-3100



Infant & Toddler Connection

Program Description:

Developmental services provided to infants & toddlers ages birth- 3. We provide services in the natural environments, (ie. home, playgrounds, daycare, etc.). We provide Service Coordination (case management) to all families in our program. We offer developmental services, PT, OT, Speech, etc to children that are found eligible for ITC services.

Position responsibilities:

Working with staff and families providing developmental services to infant & toddlers.

Location

Charles S McNulty Center for Children and Families
463 E Washington St
Harrisonburg VA 22802

Number of positions per semester: 1 with full hours needed. If shadowing or practicum students, we can sometimes have more students depending on hours needed and time length.

Type of student: We can work with Practicum students, shadowing students, undergrad, or graduate students

Number of hours available: We can work with various needs for hours required

Who to contact: Infant and Toddler Program Coordinator – 540-433-7144 ext 2



Information Technology

Program Description

The Information Technology Department is responsible for all aspects of technology for the agency. This includes PCs, Laptops, iPads, iPhones, Email server, firewall, physical and virtual servers, switches, Metro-E solutions, remote sites, VPN, access control, phone system, email encryption, conference rooms, smart boards, and numerous software applications. We are always striving to anticipate the needs of the staff and be prepared when the needs arise.

Position responsibilities

- Answer Helpdesk Calls and perform basic troubleshooting
- Replace computers, toner, etc.
- Assist with project implementation and rollouts (projects change regularly – i.e. windows, office, training software, etc)
- Assist with Network troubleshooting, wiring, phone system maintenance

Location

Main Campus (but will travel to other locations within Harrisonburg City limits)
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student: Undergrad

Number of hours available: up to 30

Who to contact: Senior Manager of Business Systems and Technology – 540-434-1941

Business Systems & Marketing

Description

The Business Systems department works with all aspects of the agency regarding business processes, branding, marketing, and technology. We know every aspect of the agency and look for ways to improve process flow or make processes more efficient. We strive to make the agency look and feel as one collective voice so the community and our stakeholders can recognize the good work that we do in the community.

Position responsibilities

- Branding/Marketing
 - Writing/Editing content
 - Managing agency blog
 - Making all of our brochures a consistent look and feel
- Strategic Planning
 - Work with agency Directors in execution of Strategic Plan
 - Operationalizing strategic goals
- Document Management
 - Managing Agency policies, procedures and protocols with consistent language and template
- Meaningful Use Certification
 - Assist in certification process

Location

Main Campus
1241 North Main St
Harrisonburg, VA 22802

Number of positions per semester: 1

Type of student: Undergrad

Number of hours available: up to 20

Who to contact: Senior Manager of Business Systems and Technology – 540-434-1941