



Social Adjustment Services Program Internship

Internship Position: Public Health and Community Wellness Internship

Organization Name: Refugee Services of Texas, Fort Worth

Number of openings: 1-2

Hours per Week: 16-32

Length: Dependent on length of internship requirements – minimum of 1 semester (negotiable)

Compensation Type: Unpaid. Mileage reimbursement available for specific internships

Agency Description: Refugee Services of Texas, Inc (RST) is a not-for profit social service agency guided by the principles of human compassion and dignity committed to providing quality services for refugees asylees, and survivors of trafficking. The six RST offices throughout the state provide resettlement services and programs designed for the local communities we serve. Working in partnership with faith-based communities, businesses, and volunteers, we provide our clients with resources, referrals, education, and guidance to ensure their success in leading self-sufficient lives in Texas.

Summary: The Public Health & Community Wellness Intern will work closely with the Intensive Case Manager and Social Adjustment Case Manager. Interns will work with staff transporting clients to doctor's appointments, filling out SSI documents, and learning about the healthcare system specifically as it affects refugees in Fort Worth. Interns will research health resources in Fort Worth and seek out relationships with potential community partners.

Duties

- Assist in the coordination of services for refugee clients, including: housing, medical appointments, inter-agency referrals, community integration, and crisis intervention.
- Coordinate additional cultural orientation sessions with high needs clients
- Help transport clients to their support groups and counseling sessions.
- Interact with city, state agencies and representatives as well as other non-profits in order to secure services for clients
- Maintain a high level of organization in documenting activities within client case files and computer databases.
- Intern will be working very closely with clients suffering from various medical mental and physical disabilities.
- Mentor a newly arrived family or individual.
- Perform other duties as assigned

Qualifications:

Qualifications include an ability to be flexible and manage time appropriately, a willingness to work with diverse populations, professionalism, and a commitment to social justice issues. Prior experience with diverse and/or vulnerable populations preferred, though not required. Car, proof of insurance, valid driver's license, and willingness to drive clients in personal car are required.

Skills:

Skills include proficiency in Microsoft Excel, computer competency, excellent organizational skills, ability to meet deadlines, and effective verbal and written communication skills. Applicant should be mature, self-starting, and comfortable working within a fast-paced environment and with little supervision.

Application Instructions: For consideration, please submit a resume, cover letter and availability to fortworth@rstx.org with subject line Public Health + Community Wellness Program Internship. ***Please inquire about details if academic credit is desired.***