

# Applied Psychology-Human Development Division Post-Master's Certification Program in School Counseling

## Secondary School Counselor Guidelines for Defining Supervised Internship

The following are guidelines for defining the internship experience necessary to obtain the Commonwealth of Pennsylvania Certification in Secondary School Counseling.

This internship may take place in a public or private secondary school (grades 7-12) and may or may not be a paid internship. The internship normally takes place after completion of the M.S. Ed. degree program in Psychological Services. The intern must be enrolled in EDUC 697, Post Master's Internship in School Counseling, taken concurrently with the internship. This seminar (along with the internship) is offered one night per week. The intern must receive supervision on-site from a certified secondary school counselor.

Interns must serve a *minimum* of 400 supervised clock-hours, with one hour per week spent in direct supervision with a certified secondary school counselor (the on-site supervisor). Typically, the internship begins with the school year in September and ends at the completion of the fall term in December; five days per week, except when school is closed. If appropriate, interns should participate in professional in-service activities. In December, near the completion of the internship, the on-site supervisor will be required to complete a three-page evaluation of the intern's performance (evaluation forms to be sent directly from the division.)

Typical Intern Roles: Counselor, Educator, Consultant, or Workshop Leader.

Typical Intern Functions:

- To have the opportunity to develop counseling skills in both individual and group settings, involving personal, social, academic, and career planning situations.
- To have the opportunity to become acquainted in-depth with the function of the school.
- To have the opportunity to work with parents and families.
- To have the opportunity to develop consultation skills with teachers, parents, and community agencies.
- To have the opportunity to interact with a variety of professionals in the school system, e.g., teachers, administrators, psychologists, speech therapists, school nurses, social workers, and other related personnel.
- To have the opportunity to administer and/or interpret informal assessments, including classroom observation, and to prepare appropriate reports based upon these assessments.
- To have the opportunity to participate in multi-disciplinary team meetings and in the development of Individual Education Plans (IEP).

- To have the opportunity to participate in staff development and other appropriate organized educational activities.
- To have the opportunity to lead workshops and other activities and to develop material for use in such activities.
- To have the opportunity to become acquainted with career information, computer assisted career activities, and post-secondary academic planning.
- To have the opportunity and/or participate in specialized counseling activities and programs such as substance abuse education, development of peer mediation programs, or other age-appropriate programs.