

Internship Location Reference Guide

Cornell Abraxas

10058 South Mountain Road Building 3
South Mountain, PA, 17261 (717) 749- 3066

Monday - Friday 8:00am - 4:00pm

Abraxas is a residential treatment facility for adjudicated, male youth from the state of Pennsylvania. The youth range in age from fourteen to eighteen. Abraxas operates under a military motif similar to a boot Camp setting. The typical length of stay for a youth is fifteen weeks, and Abraxas does include classroom schooling from which a youth can attain his GED. Many other forms of therapeutic interaction between staff and youth also occur.

Contact: Thomas Arntz, Recruiter

Potential Duties:

- Treated like an employee undergoing on-the-job training
- Member of a particular treatment team
- Participate in group counseling sessions
- Participate in structured recreational activities such as sports and exercise

Special Requirements:

Must be 21 years of age or older

3.0 Or higher GPA

Interns should be advised that much of the internship at Abraxas involves hands-on experiences and students must be able to participate in sports and exercise programs

While hours are flexible, some evenings and weekends will be required

Administrators at Abraxas do observe a student over the course of his or her internship to assess the potential for future full-time employment.

Anne Arudel Mental Health, Inc.

1 Harry S. Truman Pkwy
Annapolis, MD 21401
(410) 222-7858

Administrative offices which develops and monitors mental health programming in the public sector for the entire county (approximately 5000,000 populations)

Contact: Frank Sullivan, Director Potential Duties:

Potential duties:

Various duties in adults, children and adolescent mental health programming from the administrative side of service.

Anthropology Field Locations

Various Sites throughout the State of Pennsylvania

The Pennsylvania Historical and Museum Commission offer several field locations for summer internships. Placements involve a wide variety of duties required in the operation of small museums, including planning educational programs, guiding tours, research, and site maintenance. In addition to the sites offered by the PHMC, Shippensburg's Dr. Lorenz is familiar with several archaeological projects currently underway throughout the United States which may also serve as summer internship opportunities.

Contacts: Stephen G. Warfel, Senior Curator, Archaeology, The State Museum of Pennsylvania
(717) 783 - 2887 daytime (717) 774 - 5559 evenings
Dr. Karl Lorenz, Sociology/Anthropology Department, Shippensburg University

Potential Pennsylvania Field Locations:

Anthracite Heritage Museum, Scranton
Brandywine Battlefield, Chards Ford
Bushy Run Battlefield, Jeannette
Conrad Weiser Homestead, Womelsdorf
Cornwall Furnace, Cornwall
Daniel Boone Homestead, Birdsboro
Drake Well/Pithole, Titusville
Eckley Miners' Village, Weatherly
Ephrata Cloister, Ephrata
Flagship NIAGARA, Eric
Fort Pitt Museum, Pittsburg
Graeme Park, Horsham
Historic Preservation, Johnstown

Hope Lodge, Fort Washington
Joseph Priestly House, Northumberland
Landis Valley Museum, Lancaster
Old Economy Village, Ambridge
Pennsbury Manor, Morrisville
Pennsylvania Lumber Museum, Galeton
Pennsylvania Military Museum, Boalsburg
Railroad Museum of Pennsylvania, Strasburg
Somerset Historical Center, Somerset
Washington Crossing, Washington Crossing

Area Agency on Aging for Luzerne

111 North Pennsylvania Blvd.
Wilkes Barre, PA 18701
(570) 822-1158

Contact: Denise M. Mule
Sharon Moss

Potential Duties:

Shadow caseworkers
In-home reassessments of client needs
Complete routine paperwork

Association for the Habilitation and Employment of the
Developmentally Disabled

3300 Trindle Road, Camp Hill, PA, (717) 763 - 0968
Monday - Friday 9:00am - 5:00pm

The Association is a non-profit organization which actively recruits area businesses that are willing to hire people on welfare or with a physical disability. The Association also attempts to empower disadvantaged individuals by helping them to develop a good resumes and complete job applications.

Contact: John Miller, Vice President, Lori Tyndall, Area Manager (717-731-5485)

Potential Duties:

Help disadvantaged people to complete applications and resumes. Talk with business representatives about hiring welfare-recipients or people with disability

Cambria County Courthouse

South Center Street, Ebensburg, PA, 15931 (814) 472 - 7192
Monday - Friday 9:00 am - 4:00 pm

Cambria County Courthouse includes the district attorney's office, the sheriffs department, the probation office and the office of court administration. Students begin an internship in court administration but will ultimately spend time in all four divisions. The time allotted an intern for each of the departments is strongly influenced by the intern's personal interests, and Cambria County Courthouse makes a sincere effort to design internships that best serve the wishes of individual students. For the most part, internships are synonymous with on-the-job training.

Contact: Don Scotilla, Court Administrator

Potential Duties:

- Learn criteria for jury duty selection, and how that criteria is analyzed and evaluated
- Sit in court and listen to hearings
- Attend preliminary hearings
- Learn various office procedures aside from the courtroom
- Observe and assist with all of the sheriffs responsibilities
- Assist with courtroom security
- Issue bench warrants
- Observe and assist a probation officer with all of the officer's duties
- Make home visits to adults and juveniles currently on probation.

Capital Area Head Start

179 Watson Road, Steelton, PA, 17113

Monday - Friday 8:30am - 3:30pm

Capital Area Head Start serves over six-hundred children age's three to five. The organization includes the following departments: social service; parent involvement; health; disability; day care; and education. The various departments cooperate to train parents and empower them to get off welfare. They provide dental, visual and hearing exams to all children enrolled, as well as complete imununization if necessary. Teachers work in classrooms four days out of the week and make home-visits on the fifth.

Contact: Cindy Bear (717) 258 - 5559

Potential Duties:

- Learn Head Start's methods of teaching and evaluation
- Teach classes

Find employment training for parents
Help a parent to get his or her driver's license
Make home visits
Counsel families in times of crisis
Assess needs of children and families
Refer families to other agencies
Special Requirements:

Two Background Checks

Capital Area Head Start suggests that an intern, have a preliminary physical examination and also make sure that his or her immunizations are current.

Cenacle Shelter

1611 Boas Street
Harrisburg, PA 17103
(717)-236-8211

Cenacle Shelter, a division of Catholic Charities, is a residential facility for non-violent but troubled teens. The center provides 24-hour structured care, which includes meals, chores, counseling and recreation.

Contact: Chad Bennet, Director

Potential Duties:
Scheduling activities
Leading group sessions
Supervising clients in their daily activities

Children's Aid Society

255 Miller Street, Chambersburg, PA, 17201
(717) 263 - 4159
Monday - Friday 8:30am. - 4:30pm

Children's Aid Society is a non-profit organization that provides general foster care and special foster care, which is simply foster care for children with special needs. Adoption and problem pregnancy services are also offered. Plus, Children's Aid Society provides a holding shelter for runaway children or children who are in transition from local delinquent rehabilitation centers such as Vision Quest or Abraxas. Internships at Children's Aid Society involve many responsibilities and seem quite exciting.

Contact: Kristofer W. Browne, Director of Residential Services

Potential Duties:

Meet with school officials to discuss a student's performance
Research the backgrounds of children
Attend counseling sessions to provide background information to the counselors
Supervise parent visitation
Assist in home studies
Attend court hearings
Meet with attorneys, psychologists and judges
Testify about a child's progress.

Special Requirements:

All interns must possess a valid driver's license for the purpose of driving company vehicles

Common Roads

221 North Front Street
Harrisburg, PA 17101
920-9534

Our mission is to support and enhance the well-being of LGBTQ youth (ages 14-22) in Central Pennsylvania. We do this by: 1. Providing a safe, confidential, non-judgmental place for youth to interact, to learn from each other, to express themselves and accept themselves; 2. Combating discrimination, harassment and bigotry through training and education; promoting advocacy for and by LGBTQ youth, 3. Forming partnerships with people and organizations to aid us in accomplishing our mission; 4. Distributing information and resources pertaining to LGBTQ issues.

Our priorities include providing age-appropriate activities for LGBTQ youth, offering educational programs to adults about issues unique to LGBTQ youth, and advocating for improved services and research for LGBTQ youth.

Contact: Michelle Simmons, Executive Director (execdir@commonroads.org)

Potential Duties:

Assist Executive Director with administrative duties
Help with community education and outreach
Help coordinate center youth programs
Help chaperone and lead youth group discussions and activities
Assist with grant applications and implementation

Help with website maintenance

Cumberland County Historical Society

21 North Pitt Street, Carlisle, PA, 17013

(717) 249 - 7610

Monday 3:00pm - 9:00pm Tuesday - Friday 10:00am - 4:00pm Saturday 10:00am - 3:00pm

www.Historicalsociety.com to download internship application and information

Cumberland County Historical Society is a non-profit organization that operates a museum and library designed to preserve and interpret the heritage of Cumberland County. The historical society contains a large photo collection and has several published works. Much of the research being done involves the Carlisle Indian School.

Contact: Linda Witmer, Executive director

Potential Duties:

Update slides Arrange slide presentations Log and label data Help prepare an annual publication
Conduct genealogical research Presentations within various community schools.

Cumberland Crossings Retirement Community

1 Longsdorf Way, Carlisle, PA, 17013

(717) 245 - 9941

Monday - Friday 8:00am - 4:00pm

Cumberland Crossings is a non-profit retirement community that features residential cottages, independent living within a nursing home, and full-time nursing home care. The internship opportunity offered by Cumberland Crossings is comprehensive, with a stated goal of providing students with a complete understanding of how retirement communities operate.

Contact: Daniel Thomas, Activity Director or Ann Moser, Social Work Coordinator

Potential Duties:

Assist in all levels of health care

Maintenance

Assist with social work of various kinds

Shadow department heads

Wait tables in the dining area
House-keeping
Research backgrounds of particular residents
One-on-one visits with residents
Assessment and treatment

Special Requirements:

Interns should be aware that a complete physical examination by a physician is required and is neither provided nor funded by Cumberland Crossings.

All interns will be required to spend an entire day at Cumberland Crossings for the purpose of orientation.

Dauphin County Juvenile Probation Office

100 Chestnut St., Harrisburg, PA, 17101-2025
(717) 255 - 2680
Monday - Friday 8:00am - 4:45pm

Dauphin County Juvenile Probation Office deals with juvenile intake and court cases, community-based supervision of youth, school-based supervision of youth and electronic monitoring. Community supervision involves home visits and after care for youth recently released from placement. Interns are treated like new employees and receive basic on-the-job training. They learn many aspects of probation work and gain valuable experience working with clients from urban, suburban and rural settings.

Contact: Jeff Woollam, Assistant Court Supervisor EXT. 3112

Potential Duties:

Write court petitions
Attain information from schools
Perform basic administrative chores
Test youth for drug use.

Special Requirements:

Child Abuse Clearance, State Police Clearance
A copy of the student's transcript and a resume are required.

Early Intervention Programs, Inc.

3600 Vartan Way, Harrisburg, PA, 17110

Monday - Thursday 8:30am - 7:30pm Friday 8:30am - 4:30pm

Early Intervention Programs, Inc. Is a mental health agency that operates three different programs. The behavior intervention program counsels and assists mentally-challenged children age's two to seven in both a classroom setting and within their homes. The outpatient program provides various types of care both in-home and on-location. A summer camp is also provided for mentally-challenged children age's four to six and creates an excellent opportunity for an internship.

Contact: Michele Varhola, Director of Community Relations

Potential Duties:

Help children in classrooms

Participate in parenting classes

Participate in self-esteem groups

Organize and implement games in summer camp

Assess children and plan a treatment approach

Special Requirements:

Child Abuse Clearance, State Police Clearance

Interns should be aware that they must be physically able to play with children, often on the floor.

Episcopal Home

206 East Burd Street, Shippensburg, PA, 17257

(717) 532-4612

Monday - Friday 9:00am - 5:00pm

Episcopal Home is a non-profit, licensed, personal care home. A personal care home is a unique agency for elderly individuals in that it is a non-medical setting that does not require registered nurses. Episcopal Home is an intermediate step between the independent living within the community and life within a nursing home. The services provided include meals, assistance with daily chores such as dressing, and a comforting sense of security.

Contact: Mary Grace

Potential Duties:

One-on-one and group assistance with daily activities
Complete various forms and paper-work
Perform case studies of residents
Organize and implement reminiscing groups
Organize and implement relaxation groups
Questionnaire survey of families

Keystone Family Support Associates

940 E. Park Drive Suite 200 Enola, PA, 17111
(717) 541 - 8248
Monday - Friday 8:00am - 5:00pm

Family Support Associates is a non-profit organization that provides services to children and adults with mental disabilities. The goal of the agency is to support and preserve families. Willowcreek is an associated group home in Lancaster County that supports children with emotional and behavioral problems. Most of the services provided by Family Support Associates, though, are done in homes and other social institutions throughout the community.

Contact: Paula Davenport, Human Resource Specialist

Potential Duties:

Assist with social and recreational activities such as taking kids to the movies or bowling
Work in a group home setting with emotionally disturbed children
Assess the needs of patients

Participate in an interdisciplinary team to set up treatment plans

Requirements:

Interns may be asked to work evenings and weekends.

A background check and physical examination are required.

Interns must have a driver's license and will be asked to drive company vans. Any required use of personal vehicles will be reimbursed by the agency.

Field School in Historical Archaeology

Ephrata Cloister, Ephrata, PA

The State Museum of Pennsylvania, in cooperation with Elizabethtown College, offers a field school in historical archaeology. This is a summer program that lasts for eight weeks. Hands-on instruction will be supplemented by lectures and assigned readings. Ephrata Cloister was founded in 1732 by immigrant German Peitist, Conrad Beissel as an experiment in utopian living. The community thrived throughout the mid eighteenth century by producing high quality paper and printed goods. Today, the site is open to tourists and features unusual, medieval style buildings. The field school is part of a multi-year project aimed at marking the location of original structures and interpreting the lifestyles of community members. Native American artifacts will also be studied as they are encountered in the search for buildings. (This is a synopsis of information mailed to the anthropology department; please see original documentation for a more complete description.)

Contact: Stephen G. Warfel, Senior Curator, Archaeology, The State Museum of Pennsylvania
(717) 783 - 2887 daytime (717) 774 - 5559 evenings

Potential Duties:

Receive training in excavation techniques

Record-keeping

Mapping

Identification, processing, cataloging and classification of artifacts

Requirements:

Must have completed one year in accredited undergraduate program

Summer only—eight weeks

Expenses: Tuition: Six Credits - \$1260, Nine Credits - \$1890, No Credits - \$850; "Dig Kit" - \$35, Texts - \$30

Lodging (Optional) - \$800, Board (Optional) - \$250

An application must be filed with Stephen Warfel by mid-April. Enrollment is limited to ten students.

Franklin County Area Agency on Aging

218 South 2nd Street, Chambersburg, PA, 17201

(717) 263 - 2153

Monday - Friday 8:30am - 4:30pm

Franklin County on Aging is a county government agency that provides nearly forty different services to help the elderly such as casework, mental and physical assessment, adult day-care and meals-on-wheels. The primary emphasis of the services provided is to enable the elderly to remain in the community as long as possible and to enhance quality of life.

Contact: Traci G. Kline, Agency Director

Potential Duties: (Four Interrelated Phases)

Conduct in-home assessment of special needs
Develop a specific plan of care
Initiate the services needed
Perform a follow-up assessment

(I feel that internships are a very important part of an education, and we will be happy to help when and how we can.)

Requirements:

A criminal background check

Franklin County Adult Probation/Parole Department

440 Walker Rd., Chambersburg, PA, 17201
(717) 264 - 6568 (Adult) (717) 261 - 3122 (Juvenile)
Monday - Friday 8:30 - 4:30

Franklin County Probation Department offers comprehensive internships that expose students to the operations of both adult and juvenile probation work. The internship is flexible, and students may elect to specialize in either adult or juvenile probation.

Contact: Adult - Dan Hoover or Richard Mertz

Juvenile - Doug Arnsley or Ed Killian

Potential Duties:

Learn about the court system
Assist with pre-sentence investigations
Check on offenders in either their homes or places of employment
Observe arrests
Learn the procedures of electronic monitoring and house arrest
Check on juveniles in school
Transport juveniles to placement institutions
Talk to counselors
Perform Drug Testing

Requirements:

Interns will be subjected to a thorough background check, but this will be at no financial expense to the intern.

Golden Lake Recreational Dog Camp

210 Andersontown Road, Mechanicsburg, PA, 17055

Monday - Friday 8:00am - 4:00pm

Golden Lake involves three main services. The Golden Lake Recreational Dog Camp is a boarding school for dogs that offers extensive pet training. The Golden Lake Pet Memorial Gardens is simply a pet cemetery. The National Association of Pet Funeral Directors Management Training Center teaches individuals the skills needed to operate pet bereavement and burial programs. The purpose of the internship program is to expose students to several facets of the pet industry, including; boarding, pet cemetery and education training. An intern will spend time at each of the locations on the twenty-five acre complex under direct supervision. The intern will be sufficiently trained in safety and environmental precautions to prevent hazardous situations before functioning on his or her own. The intern will receive training in the daily operations of the camp, gardens and training center.

Contact: Sandy Cramer, Administrative Assistant

Potential Duties:

Special Requirements:

Interns are advised that some moderate lifting will be involved and that they cannot fear animals.

The Harrisburg Internship Semester (THIS)

The State System of Higher Education sponsors a semester-long internship program in which interns work with selected senior executives and legislators in various state government offices. Many interns have accepted policy or research positions in state government upon graduation.

Contact: Dr. Patricia Waltermyer, Communications/Journalism Department, Shippensburg University
Office: ext. 1432 Home: 732 - 4663

Potential Duties:

Direct participation in public policy formulation and analysis
Writing and presenting reports and speeches
Participate in a rigorous academic seminar that meets at Dixon University Center
Participate in round table discussions with leading policy makers
Reading and discussion of text material

Volunteer service within the community

Special Requirements:

GPA minimum 3.0

One semester with housing in Harrisburg provided

Stipend for approximate semester cost of room, board, tuition

This is a fifteen credit internship. Nine credit hours are for the daily work, activity, and responsibility of a position in a state government office. Three credit hours are for the completion of a research project involving substantial analysis. This project is selected from the work-related experience, but may go well beyond it. Additionally, three credit hours are for participation in the academic seminar.

This is competitive. Only one student from each of the fourteen state universities is selected to participate each semester. You must send a letter of intent, transcript, resume and writing sample.

Your placement in a particular government office will be based on your chosen field of study and major interests.

Adoption Links of Jewish Family Services of Greater Harrisburg Inc

3333 N. Front Street, Harrisburg, PA 17110
(717)-233-1681, Fax 717-234-8258

Jewish Family Services offers a variety of services to families in the Harrisburg area (adoption).

Contact: Kathleen Swain, LSW, Assistant Director, 717-233-1681, kswain@jfsfobhg.org

Potential Duties:

Prepare adoption training materials and participate in trainings
Participate in respite training and in group respite events for adopted families
Assist a staff member in the completion of a Child Profile including gathering information, meeting the child, and interviewing the foster family

Assist with adoption research

Write an article for the Adoption Links Newsletter

Join staff in community outreach, events and conferences

Juniata County Probation Department

P.O. Box 68 Courthouse Annex, Mifflintown, PA, 17059
(717) 436 - 7716
Monday - Friday 8:00am - 4:30pm

The student intern shall be under the direct supervision of the Chief Probation Officer who shall assign and provide direction for various activities. Interns shall become familiar with the overall operations of the Juniata County Juvenile and Adult Probation Department and Parole Department.

Contact: Michelle A. Beaver, Chief Probation and Parole Officer

Potential Duties:

The student volunteer must be trustworthy pass a criminal background check and be enrolled in a college of higher education. The student volunteer shall be under the direct supervision of the Chief Probation Officer who shall assign and provide direction for the following activities:

Become familiar with the overall operations of the Juniata County Juvenile and Adult Probation and Parole Dept.

Maintain confidentiality of offender information and sign the acknowledgement form

Complete at least one persistence investigation

Assist in juvenile transports

Assist probation officer(s) in completion of routine forms

Assist probation officer(s) in tracking and enforcement of payment schedules of offenders who are delinquent in payments

Appear for scheduled court hearings and clerk proceedings outcomes

Become familiar and develop some competency with the probation department's computer automation system

Document all contacts with offenders

Complete computer data entry assignments

Upon demonstration of competency intern may be assigned responsibility of adult offender intake

Receive and receipt payments from offenders

Assist with the supervision of juvenile community service sessions

Keystone Residence

2336 North 3rd Street, Harrisburg, PA, 17110
(717) 232 - 2080

Monday - Friday 8:30am - 4:30pm

Keystone Residence provides group housing for mentally-ill individuals and mentally-challenged individuals. Keystone offers mild internships with flexible hours and no salary. Also offered is a full-time, paid internship with extensive training. Full-time interns receive \$7.00 per hour and are required to pass a physical examination, child-abuse clearance and state police clearance. The goal in both the mental health and mental retardation departments is to keep residents as close to independent living as possible.

Contact: Dotty Serina, Human Resource Specialist

Potential Duties:

Administer direct care, assisting residents with everyday life

Take residents places in the community

Assist residents with simple chores like balancing check books or washing clothes

Assist residents with finding part-time jobs

Special Requirements:

Interns must have a valid driver's license and access to a vehicle on a daily basis.

Lincoln Intermediate Unit

P.O. Box 70, New Oxford, PA, 17350

Monday - Friday 8:00am - 4:00pm

Lincoln Intermediate Unit is a regional educational services agency that provides collaborative services for school districts in Franklin, Adams and York counties. The main service offered by this agency is direct counseling of students in kindergarten through twelfth grade. The counseling takes place within schools during the regular school day.

Contact: Warren Risk, Director of Special Education

Potential Duties:

Shadowing of professional counselors

Limited hands-on counseling

Special Requirements:

Although work-related experience is not a requirement, Mr. Risk feels that previous experience working with kids, especially those in special education, is very helpful

For those students who plan to attend classes while interning at Lincoln Intermediate Unit, evening classes are suggested.

Lutheran Home Care Services / Hospice of the Good Shepherd

2700 Luther Drive, Chambersburg, PA, 17201
(717) 264 - 8178 or (800) 840 - 9081
Monday - Friday 8:00am - 4:00pm

The staff at Lutheran Home Care Services are nurses, therapists, aides, social workers and volunteers who work together with physicians to provide in-home care for those in need. Services available through LHCS include skilled nursing, home health aide, physical therapy, occupational therapy, speech therapy and social work. Hospice of the Good Shepherd provides professional, compassionate care to the terminally ill and their families. LHCS and HGS are both non-profit organizations.

Contact: Lyn Bruno, Human Resources Coordinator

Potential Duties:

Needs assessment for prospective patients
Monitor the availability of community resources.
Bereavement coordination
In-home counseling

Special Requirements:

Physical Examination--a tuberculosis test is required and provided free by the agency.
Lutheran Home Care Services and Hospice of the Good Shepherd are interested primarily in students who can come to work as full-time employees.

Lutheran Social Services

1075 Old Harrisburg Road, Gettysburg, PA, 17325
(717) 334 - 6204
Monday - Friday 8:30am - 4:30pm

Or

1801 Folkemer Circle, York, PA, 17404
(717) 767 - 5404

Lutheran Social Services is a non-profit, long-term nursing and rehabilitation center. Full-time care and assisted living are provided, as well as social work and child day-care. The ability of a

student to shape his or her internship is limited, and most interns work primarily in the social work department.

Contact: Marcia Hoffman LSW/ACSW, NHA, Executive Director (Gettysburg)

Potential Duties:

- Assist with Admission Process and adjustment issues
- Interview residents for the purpose of assessment
- Conduct background research on residents
- Assist the elderly with personal problem solving
- Teach small classes to residents about their rights.

Manito

7564 Brownsmill Road, Chambersburg, PA, 17201
Monday - Friday 8:00am - 4:00pm

Manito is a day treatment program, which includes classroom schooling, for court-ordered juveniles or children expelled from regular schools. Also included in Manito is an on-location counseling department.

Contact: Shawn Witmer, Day Treatment Leader

Possible Duties:

- Assist with counseling
- Provide personal help with studying
- Spend time in classrooms, observing

- Write progress reports about the children that you personally assist
- Counsel a particular group of kids on a daily basis
- Help instruct a life-skills/social-skills class

Special Requirements:

Interns should be aware that physical and verbal altercations with youth are fairly common.

Manor Care Health Services

1070 Stouffer Avenue, Chambersburg, PA, 17201
(717) 263 - 0436

Monday - Friday 8:30am - 5:00pm

Manor Care Health Services offers a nursing home complete with care for Alzheimer's patients. In addition, rehabilitative services are offered such as occupational therapy, physical therapy and speech therapy. Internships can be tailored somewhat, but mostly involve work within the nursing home facility.

Contact: Barbara Strickler

Potential Duties:

Psychological and sociological assessments of current patients.
Completion of mini mental state exams
Participation in care plan meetings
Admission and discharge planning
Customer service follow-up
United Methodist Home for Children Residential Care

(Community group Care for emotionally disturbed boys and girls, aged 7-18)

United Methodist Home for Children

5120 Simpson Ferry Road, Mechanicsburg, PA
(717) 766-7652

The mission of the United Methodist Home for children Residential care, Inc. is to provide a safe and caring program for children and youth that includes individual, group, and family therapy. We fulfill this mission by giving hope for the future and stressing personal responsibility within an atmosphere of respect for everyone.

Contact: Eileen M. Swit, Director of Treatment

Potential Duties:

Programming youth activities
Group counseling

Menno Haven Inc.

2011 Scotland Avenue, Chambersburg, PA, 17201
(717) 263 - 8545

Monday - Friday 8:00am - 5:00pm *Social Services Dept. open until 4:00pm

Menno Haven is a non-profit, continuing-care retirement community that offers both individual living and Alzheimer's care. Internships at Menno Haven can be tailored, but involve primarily work within the nursing center and social service department.

Contact: Tim Johnson

Potential Duties:

Assess potential residents for psychological and sociological needs

Become acquainted with various forms of documentation

Participate in one-on-one counseling sessions with residents.

Special Requirements:

Minimum 3.0 GPA

Some knowledge about basic geriatric care is beneficial and highly suggested.

Messiah Village

100 Mount Allen Drive, Mechanicsburg, PA, 17055

(717) 790-8228 (Human resources dept.)

Monday - Friday 8:00am - 4:30pm

Messiah Village is a continuing care retirement community that ranges in services from cottages for independent living to a fully-staffed nursing facility. Various levels of assisted-living are also available. Additionally, Messiah Village provides an Alzheimer's unit, adult day-care and in-home mobile care.

Contact: Mary Lou Begley, Vice President of Resident Services

Potential Duties:

Orientation to the operations of Messiah Village

Administer surveys to residents

Research the social histories of residents

Significant observation and shadowing of professionals

Pennsylvania Coalition Against Rape

910 North Second Street, Harrisburg, PA, 17102

(717) 728 - 9740 or (800) 692 - 7445 in PA

Monday - Friday 9:00am - 5:00pm

The Pennsylvania Coalition Against Rape (PCAR) is a non-profit organization that advocates for the rights and services of victims of sexual-violence. The Coalition consists of fifty-two rape crisis centers in Pennsylvania. PCAR is the oldest anti-rape coalition in the country.

Contact: Kathryn Geller-Myers, Communications Specialist, Extension 16

Potential Duties:

Writing and editing the Coalition's newsletter

Arranging media events

Writing press releases

Editing training manuals and brochures

Coordinating Sexual Assault Awareness month activities

Providing technical assistance to rape crisis centers concerning media relations

Pennsylvania Department of Corrections

Bureau of Inmate Services

55 Utley Drive, Camp Hill, PA
(717)-730-2707

The Bureau of Inmate Services provides a variety of educational and rehabilitation services to inmates.

Contact: Tracy Smith, Chief treatment Program

Potential Duties:

Assist with program development and implementation

Pennsylvania Dept. of Health

Health and Welfare building 7th and Forster Harrisburg

717-787-4525

Contact person: Yasmin Dada-Jones, Executive Policy Director

Mission is to promote a healthy lifestyle, prevent injury and disease and to assure the safe delivery of quality health care services for all Pennsylvanians.

Potential Duties: conduct research for policy analysis

Pennsylvania Historical and Museum Commission

P.O. Box 1026, Harrisburg, PA, 17108-1026

The PHMC is a large integrated historical agency with twenty-seven museums and historic sites across the state, including The State Museum, a large collection of historical artifacts, the State Archives, and a -Historical-Preservation. Program. There-is- also a museum-related life-and earth science program and a large art collection. The PHMC has over fifty professionals capable of training and supervising responsible work in all aspects of museum operations and in the history, archives, publications, public relations and preservation fields.

Contact: Stephen G. Warfel, Senior Curator, Archaeology, The State Museum of Pennsylvania
(717) 783 - 2887 daytime (717) 774 - 5559 evenings

Potential Duties:

Archaeology: cultural resource management involving map and survey review and analysis
Architectural Services: planning and design, drafting, bidding and oversight for construction projects

Archives: processing, developing user guides, research, and serving the public

Collections Management: and reference to agency's museum collections

Conservation: specialized treatment of artwork, objects, paper, and other items

Exhibitions: development, planning, design, and fabrication of museum exhibition installations

Historic Preservation: identification, evaluation and protection of historically significant properties

History: research, writing, responding to inquiries, planning and implementing public workshops, etc.

Library: management and operation of special library collections

Public Programs: development of educational programs, special events, performances.

Public Relations: writing, editing and distributing materials on agency programs and activities

Publications: writing, editing, research and design of Pennsylvania Heritage and other publications

Repatriation: returning of Native American artifacts to the original tribes

Pennsylvania Human Relations Commission

101 South Second Street
P.O. Box 3145
Harrisburg, PA 17105-3145

Contact: Dan Weliver, Director of Education and Community Services

Potential Duties:

Assist with community educational program development

Planned Parenthood

977 Walnut Bottom Rd., Carlisle, PA, 17013
(717) 243 - 0515

Planned Parenthood is a non-profit organization that provides women with pregnancy tests and various forms of birth control. Counseling for expected mothers is also offered. In addition, a clinic for men and women is offered in which individuals are tested for sexually transmitted diseases and counseled both before and after the tests are administered.

Contact: Christine Fitting, Manager

Potential Duties:

Clerical duties
Pregnancy testing and counseling
Answer phones and make appointments

Special Requirements:

An understanding of confidentiality

Although hours are flexible, Planned Parenthood encourages interns to work on Monday and Thursday because a medical practitioner will be present only on these days.

Shippensburg Area Boys and Girls Club

115 N. Fayette st. Shippensburg PA 17257

717-532-4100

Contact person: Sarah Waldspurger, Director of Operations

Mission is to give children a safe and educational place to go after school. To learn life goals.

Potential duties: help children participate in after school activities and to give help with homework.

Shippensburg Head Start

Old Main Box 58
1871 Old Main Drive
Shippensburg University
Shippensburg PA 17257-2299
(717)-477-1626

Shippensburg Head Start Program provides education, health, nutrition and social services to children of low income families.

Potential Duties:

Learn Head Start's methods of teaching and evaluation
Teach classes
Find employment training for parents
Help a parent to get his or her driver's license
Make home visits
Counsel families in times of crisis
Assess needs of children and families
Refer families to other agencies

Shippensburg University Women's Center

Horton Hall
Shippensburg University
1871 Old Main Drive
Shippensburg, PA 17257
(717) 477-1790

Contact: Stephanie Erdice, Director

Potential Duties:

Assist with programming
Assist with peer counseling

Assist with public relations

Steven's Center

33 State Avenue, Carlisle, PA, 17013
(717) 243 - 6033

Monday – Wednesday 8:00am - 7:00pm Thursday 8:00am-8:00pm Friday 8:00am - 5:00pm

The Steven's Center offers non-profit outpatient services and partial hospitalization for persons in need of social rehabilitation and counseling. Primary emphasis is placed on helping mentally-challenged individuals as well as those suffering from drug and alcohol abuse. Interns at The Steven's Center may observe and assist in a wide variety of operations such as family-based counseling techniques and community-based rehabilitation.

Contact: John Thomas, Clinical Director

Potential Duties

Assist with crisis intervention
Assist with psychiatric services
Case management
Resource coordination
One-on-one aid with a child in either the child's home or school

Special Requirements:

Child Abuse Clearance (\$10.00 fee)

The process of applying for an internship at The Steven's Center is as follows:
A student must submit a resume and cover letter specifying the particular area in which they have the most interest. The resume and cover letter are reviewed by the Vice President of Clinical Management. If approved, the resume is forwarded to the department of particular interest to the student.

Vision Quest - South Mountain Lodge

P.O. Box 395, South Mountain, PA, 17261
(717) 749 - 7001
Monday - Friday 8:00am - 5:00pm

Vision Quest is a rehabilitation program for male juvenile delinquents in the state of Pennsylvania. Through the use of Native American customs and rites of passage, Vision Quest attempts to remobilize troubled youth. They remove the youth from their own community and

placing them in a wilderness setting where daily life requires that the youth take responsibility for their actions and depend on the cooperation of their peers. The South Mountain Lodge is only one phase of the entire Vision Quest program. The youth here live in tipis and attend school Monday through Friday. Personal counseling is also practiced by professional psychologists. Vision Quest does not use fences to confine the youth and the only thing that keeps the youth from running away is their commitment to the program and the rugged environment.

Contact: Human Resources dept. Scott Ritchie

Potential Duties:

Tipi parent: responsibility for enforcement of rules and regulations
Participation in Native American ceremonies and group counseling
Monitor youth in the cafeteria, school, shower, and bathroom.
Act as a role model and friend to the youth
Participate in casual conversation, card games and occasional horseplay.

Special Requirements:

Must be 21 years of age or older

Child Line History, State Police Clearance, Fingerprinting by FBI

This internship is very demanding both physically and mentally. Physical altercations are almost a daily activity, and the mental abuse of the youth toward the new staff is quite severe. This is an excellent experience for students who plan to work with delinquents or criminals and know how to handle problem children. Students attracted to Vision Quest for reasons other than learning the concrete operations of juvenile placement should proceed with caution.

Williamsport Nursing Home

154 North Artizan Street, Williamsport, AM, 21795

(301) 223 - 7971

Monday - Friday 9:00am - 4:00pm

Williamsport Nursing Home is a long-term care facility for the elderly who provides ninety-eight beds of skilled nursing and forty-five beds of assisted living. Internships can be tailored to some degree.

Contact: Laurie Gauthier, Director of Volunteer Services

Potential Duties:

Shadow on-location social worker

Assist with geriatric care
Supervised assessment of residents
Case studies and background research for particular residents
Special Requirements:

Possible Background Check

YMCA

Chambersburg YMCA
570 E. McKinley Street
Chambersburg, PA 17201
(717) 263-8508

Or

Carlisle YMCA
311 S. West Street
Carlisle, PA 17013
(717) 243-2525

Contact: Pam Vander Wheeler, Aquatics (Chambersburg), Sandra Megilligan, Children's Services Director ext. 202 (Carlisle)

Potential Duties:

Assist with program development
Direct youth activities

YWCA of Greater Harrisburg

1101 Market Street, Harrisburg, PA 17103

717-234-7931

Contact Person: Lisa Brater, Educational and VIP volunteer Coordinator

The YWCA of Greater Harrisburg emphasizes the empowerment of women and children by providing quality services designed to maximize their spiritual, emotional, educational and physical development. The YWCA of Greater Harrisburg is committed to eliminating racism, sexism and any other barriers of prejudices which impedes personal growth. The YWCA actively serves as an advocate and resource to the community on issues that impact women and children.

Potential Duties:

Design activity days for the children in the domestic violence shelter
Staffing the YWCA crises hotline
Facilitating support groups
Assisting with clerical duties
Assisting in the domestic violence shelter
Providing child care

Your "Safe Haven" Inc.

10241 Lincoln Highway
Everett, PA 15537-6915
(814) 623-7664

Your Safe Haven Inc. is a comprehensive victim's assistance center specializing on helping victims of domestic violence or rape.

Contact: Donna Perdew, International Education Specialist

Potential Duties:

Assist with education and intervention programs
Assist with client counseling
Assist with public relations and advertising

Special Requirements:

Ability to respect client confidentiality