

## PRE-DOCTORAL INTERNSHIP APPLICATION

### **Southern California Counseling Center**

**5615 W. Pico Blvd.**  
**Los Angeles, CA 90019**  
**TEL: 323.937.1344**  
**FAX: 323.937.3487**  
**WEB: [www.sccc-la.org](http://www.sccc-la.org)**

Dear Pre-Doctoral Internship Applicant:

We are pleased to hear of your interest in the Doctoral Internship training opportunities at the Southern California Counseling Center. The Center was chartered in 1966 as a community mental health agency to provide quality mental health services to people with limited financial resources. Currently we are a community of about 75 volunteer counselors, 55 volunteer supervisors, and a staff of 16 people. Last year we provided over 18,000 counseling hours to individuals, families, and groups. This atmosphere of community service makes the Center a very exciting and creative place that can add a new dimension to your life.

We understand that we are different than other internship sites and require much more of you during the application process. This is because the Center is not just concerned about your ability to do the duties of an intern, but also about you as a person who will be a member of this exciting and nurturing learning community. Before making a commitment to the Center, it is important that you be aware of the requirements, expectations, and procedures that would be a part of your life as a counselor.

Our rigorous selection process requires a highly motivated applicant willing to commit to personal and professional development. Please be aware that our application process does require considerable energy and time. Because the Center deals with the most personal and sensitive areas of our clients' lives, we believe it is important to also know you in a personal way. We have designed our application process carefully and thoughtfully in order to find out whether you and the Center are a good match. The material you submit will not be returned, but please be assured it will be held in the strictest confidence.

## **THE APPLICATION:**

There are three phases to the application process:

- A. The Written Application
- B. The Individual Interview
- C. The Evaluation Group (or “E-Group”)

*The Written Application:* The Written Application contains two major parts:

1. **Completed CAPIC Uniform Application.** (Go to: [www.capic.net/forms.html](http://www.capic.net/forms.html))
  - a. **Brief Cover Letter**
  - b. **Curriculum Vita**
  - c. **Letter of Internship Readiness** (signed by your school representative)
  - d. **Three Letters of Recommendation** (mailed or included with the application).
2. **Southern California Counseling Center Specific Materials:**
  - a. *Autobiographical Statement* (2-4 pages): We want this to be a personal history of the important events and people that have made you the individual you are. Please include a description of what draws you into the mental health profession.
  - b. *Personal Therapy Statement* (1-2 pages): We believe that personal therapy is an essential part of the process of becoming a clinician. Please describe how your personal therapy experience impacts you as a clinician.
  - c. *Legal and Ethical Questions:* In consideration of the Center and our clients, please provide answers (and information, if necessary) to the following three questions:
    - i. *Have you ever been the subjects of a disciplinary investigation or criminal charge?* (If “yes,” please state the nature of the investigation, the charge or claim and the date it was made, and the disposition. There will be an opportunity during your interview to discuss this.)
    - ii. *Has any claim ever been made alleging unethical or unprofessional conduct on your part?* (If “yes,” please state the nature of the investigation, the charge or claim and the date it was made, and the disposition. There will be an opportunity during your interview to discuss this.)
    - iii. *Have you ever been a client at the Southern California Counseling Center?* (If “yes,” please state date of termination.)

Please combine the above materials into one envelope and deliver to SCCC by the following deadlines:

**DEADLINE: Internship Applications: Friday, March 5, 2010**

***The Individual Interview:*** Once your application is received, you will be called to schedule an individual interview. **The earlier your application is received, the more flexibility we will have to offer you appointment times.** Expect to be at SCCC for up to one hour. Typically an applicant will be interviewed by a team of two experienced counselors or staff or supervisors who are members of the “Counselor Application Committee.” The interview is personal in nature so that we may get a sense of you and to what extent you know your history, process, and patterns. Almost everyone accepted has had personal therapy. As this information will be included in your written application, there may be some reflection about it in the interview. If you have had previous clinical experience, that will also be discussed. Your interviewers’ primary concern will be to get to know you as a person.

At this point some decisions are made. If *we* feel at the end of this initial interview that there is not a fit between you and the Center, we will notify you in writing within one week. If *you* feel there is not a fit at the end of the initial interview process, please notify us as soon as possible that you are no longer interested in the Center and do not wish to participate in the Evaluation Group process. Those successfully completing the Initial Interview will be scheduled for the final part of the process: the Evaluation Group.

***The Evaluation Group or (“E-Group”):*** The Evaluation Group (most commonly called the E-Group) will gather you and 4-6 other applicants together. The group will meet for a total of 7 hours, which includes a 15 minute break and a 1 hour lunch break. Every effort is made to schedule the applicant into a group based on the applicant’s time considerations, but there is no guarantee of convenience.

This group will be lead by the Director of Doctoral Training and a member of the E-Group Committee. The group will allow us to recreate a setting similar to that of our supervisions. The focus of this experience is to demonstrate your knowledge of yourself, your empathic responses, your awareness and biases, your ability to be open, and your willingness to learn and to give and receive feedback. There is no expectation of perfection, rather that you appropriately demonstrate an understanding of your own process.

**NOTIFICATION DAY: You will be notified about our decision on Monday, April 5, 2010.**

**CENTER COMMITMENTS:**

The following are the basic requirements and commitments for an intern. Please note that you **MUST** have availability for weekend and evening hours as these are the times that a majority of our clients are able to be seen and when some training activities take place.

**INTERNSHIP:**

1. A one-year commitment of 20-22 hours per week (depending on school requirements and training plan developed with the Director of Doctoral Training) including training, supervision, and clinical hours. It is possible to arrange a two-year internship for interested students permitted to do so by their graduate programs.
2. A minimum caseload of 10 direct clinical service hours per week that include
  - a. 6-8 individual clinical service hours AND
  - b. 3-4 couple and family hours
3. Attendance weekly at two 1 hour individual supervisions
4. Attendance at a weekly 2-3 hour supervision group.
5. Attendance at a weekly 2 hour Advanced Clinical Training Seminar (Tuesdays 4-6pm).
6. Attendance at a 1.5 hour weekly Professional Development Seminar.
7. Rotating intake and emergency phone duties..
8. Attendance at a minimum of 6 Saturday morning training workshops (9 a.m. – 11 a.m.) given monthly by highly respected local clinicians.
9. Clinical notes and other record keeping.

**TRAINING OPORTUNITIES**

The Center is committed to providing training and supervision opportunities. Typically, pre-doctoral trainees spend 40-45% of their time in training and supervision activities. Because of the emphasis on training and supervision, choosing the Center for your placement would mean an equal commitment on your part to learning and growth activities.

The following describes the range of training and supervision opportunities available to predoctoral interns. Each counselor will have both individual and group supervisions and work with a wide variety of clients. Each counselor will also develop a training plan with the Director of Doctoral Training based on their interests and training requirements, and the needs of the Center.

## INTERNSHIP:

1. *Family Therapy Training Program*: Participation in this course is required of all Psychology Interns. This didactic course involves a 2 hour weekly meeting (in addition to the 2-3 hour group family supervision). The training will allow interns to see couples and families and students in the school setting as well as individuals.
2. *School Counseling Program*: This training is offered in the Fall and Spring. It is required for those Interns who wish to see children and adolescents in school settings. You must be in the Family Therapy Training Program to participate in the School Counseling Program.
3. *The Abuse Prevention Program (TAPP)*: Participation in this five hour, weekly domestic violence program includes co-facilitating a minimum of one 2 hour domestic violence group and a 1 hour weekly group training/supervision. The supervised clinical experience in the group can be applied to the experience required in order to become a court approved facilitator.
4. *Empowered Parenting Training*: Participation in this option includes co-facilitation of a 2-hour parenting group and a 1-hour weekly training/supervision.
5. *Gang Awareness Training and Education (GATE) training*: This 8 hour training is offered twice per year. The training is a prerequisite for working in the outreach services at the Center.
6. *Agency-wide Trainings and Seminars*: These programs vary from the Saturday morning workshops (all pre-doctoral trainees are required to attend at least 6) to the twice yearly Master Speaker series.
7. *SCCC Fall Retreat*. Our retreat combines learning, fun, and relaxation together in an experiential and engaging format. Probably the biggest perk of the experience is getting to know each other better and developing a deeper connection to the SCCC community. The retreats are optional. When there is an overnight (two day) retreat, a modest fee will be charged. If the fee is prohibitive, there may be partial scholarships available.

## **Important Contact Information:**

*Application and Interview Questions*: Please call the Front Desk (which is the SCCC main telephone number): 323.937.1344. If your question is to trouble shoot application issues or interview or E-group times, it is best to call between 4 p.m. and 9 p.m. on Monday through Thursday and ask for Richard Rosen.

*General information about the Center:* If you are only calling to find out general information about the Center, please call us and you'll be connected with the Assistant Clinical Director, Clay Crosby or the Clinical Director, Robert Mendelsohn, who will answer your questions. The number is 323.937.1344. You may also visit our WEB site, [www.sccc-la.org](http://www.sccc-la.org). One of the best ways to find out information about the Center is to come to a tour. Tours are held on the first and third Tuesday of each month at noon. You do not need to make a reservation, just show up and tell the front desk you are there for the tour.

*Other questions about the Internship/Practicum:* Please email or call me (Kim Cookson) at [kcookson@sccc-la.org](mailto:kcookson@sccc-la.org) or 323.937.1344, ext. 401. I am at the Center on Mondays, Wednesdays and Thursdays.

We believe that the Center is a unique organization that offers a broad range of training and clinical experiences, consistently high-quality supervision from a variety of disciplines, and a supportive community of counselors, supervisors, and administrators.

We look forward to hearing from you.

Sincerely,

Kim Cookson, Psy.D.  
Director, Doctoral Training