Ball State University
University Counseling Center
Master’s Internship Training Program

Academic Year 2020-2021
August 17, 2020 – May 7, 2021

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Information for Prospective Applicants
Thank you for your interest in our Master’s Internship Program.

As part of the larger Counseling & Health Services, the Counseling Center provides a full range of services to the Ball State University community, including individual and group therapy, psychological assessment, outreach, and consultation. The staff at the Counseling Center are committed to both responding to the transitional and developmental issues of graduate students and supporting and mentoring trainees into the profession of psychology. Training is provided in a variety of areas, including but not limited to, diversity issues, traditional therapy, crisis intervention, suicide assessment and treatment, psycho-educational group, outreach and consultation, and diagnosis.

The environment in the Counseling Center is supportive and collaborative as well as professional. We place a strong emphasis on valuing the diversity of our clients, trainees, and staff. Emphasis is placed on providing trainees with the opportunities to develop their own awareness of the integration between their personal and professional identities.

We have positions available for the 2020-2021 academic year. If you have any inquiries regarding our internship positions and/or the training program, please feel free to contact the Training Committee at CCTRAINING@bsu.edu.

Description of Training Positions
The Master’s Internship is designed to fulfill the CACREP requirement of 600 total hours including 240 direct service hours. The Internship program is also designed to provide our trainees with a quality supervision and training experience. Professional learning and growth are facilitated through intensive supervision, didactic seminars, and case presentations. Master’s Interns are regarded as valued members of our center and have frequent and significant contact with individual senior staff members and working teams.

Requirements for Master’s Internship
The training program is designed to give trainees supervised training and experience in the practice of psychology in a University Counseling Center setting. Professional learning and growth are facilitated through intensive supervision, didactic seminars, and case presentations. We value trainees as an essential part of our team at the Counseling Center.

The Master’s internship is a two semester commitment (fall and spring). Master’s Interns will average 20 hours per week at the Counseling Center. During their time on-site, trainees will participate in a number of tasks and responsibilities, including individual therapy, group co-facilitation and/or process observing, outreach team meetings and programming, individual and group supervision, and administrative tasks.
Below is a list of the responsibilities and tasks that are a part of the training experience.

*Individual Supervision:* Each Master’s Interns receive a minimum of 2 hours of individual supervision.

*Group Supervision and Training:* Master’s Interns receive 2 hours of interdisciplinary group supervision and training on Thursday mornings from 8:00-10:00AM each week.

*Outreach:* Master’s Interns participate in our outreach program. Outreach teams provide programming for classrooms, workshops for students, staff, and faculty, and many other outreach services for the Ball State community. *Outreach events often occur outside of the interns’ typical schedule at Lucina and can occur after business hours.* Participation in outreach programming is required of all trainees.

*Direct Service:* Master’s Intern schedule an average of 10 individual client times per week. Due to “no shows”, cancellations, and re-scheduling by clients, interns typically see around 5-6 clients per week. Trainees supplement these hours through required participation in outreach programming, co-facilitation of Skills Groups, and/or process observation in Process Groups.

*Administrative:* This time can be utilized for activities such as documentation completion, professional reading, video review, training/workshops, and/or planning preparation for clinical work or supervision. Hours spent doing administrative tasks vary from week to week depending upon the needs of the intern, their clients, and supervisors.

**Diversity Policy**

The Counseling Center is both sensitive to and committed to the value of diversity, social justice, and the richness of human differences. Our mission requires that people of all backgrounds be able to use the Center’s resources with the expectation of respectful, non-prejudicial treatment and service. The Center’s policies and procedures, as well as its engagement with the campus community, reflect and promote the dignity and worth of the individual and the value and strength of diversity in the community. As a Center, we are committed to addressing issues of prejudice, discrimination, and oppression and the impact of those issues on the lives of the people we serve and train. Trainees and staff in the Center are expected to be committed to the social values of respect for diversity, inclusion, and equity. Further, interns and staff are expected to be committed to critical thinking and the process of self-examination of one’s attitudes, assumptions, behaviors, and values. Staff and trainees are expected to be committed to lifelong learning relative to multicultural competence.
Policy on Disclosure of Personal Information in Training
An important component of our training program is the intersection between the personal and professional. Therefore, our training model incorporates a strong emphasis on self-exploration and reflection. We believe that effectiveness in all aspects of professional functioning is related to one's ability to reflect on oneself. Supervisors are expected to assist trainees in exploring their personal impact, qualities, and histories and how these may either facilitate or hinder any psychological intervention or professional relationship. This exploration is done in a manner that is collegial and growth-promoting, with a focus on enhancing the trainee’s effectiveness as a professional. And trainees have the right to choose not to disclose personal information.

Policy on Receiving Counseling and Training in the Counseling Center
PURPOSE: This policy has arisen from an aggregate of situations over many years that have created ethical concerns about potential issues emerging from dual role relationships. In our program, trainees have contact with numerous staff members, and it may be impossible to prevent difficulties that can arise from dual roles. However, this policy is intended to minimize the potential negative impact on the students we serve.

POLICY: No trainee may receive counseling at the Counseling Center while in training at the Center. Further, no therapist who has worked with a student who is applying for training in our program will provide any information to staff involved in selection. Therapists will not function in the role of clinical supervisor or another supervisor should their former client become a trainee at the Center. The following procedures are in place for maintaining this policy:

PROCEDURE:
1. Students applying for the training program must end counseling of any kind prior to submission of their Internship Application form.
2. If a student remains in therapy past the submission of their Internship Application form, their application will not be considered that year.
3. Therapists with potential trainees as clients—students who indicate they may be applying for training in our program—will talk with their client about the issues that may arise for them from the dual role relationship.
4. Clients who may be applying for training are encouraged to talk with their therapist about their training considerations.
5. Following the application deadline and interview process, if an applicant is not matched with our Center, they may receive therapy.
6. This policy will be provided by the receptionists in our main office to any student who is enrolled in a graduate psychology or social work program who is seeking treatment at Counseling & Health Services.
7. This policy will also be posted on Counseling & Health Services website.
ADDENDUM
These policies have not been put into place to discourage anyone from obtaining the therapy that they need. The Counseling Center staff members value the contribution therapy can make to the development and growth of graduate students in training. Our staff will provide a list of practitioners and try to work with community agencies and individual therapists to provide no-cost or low-cost therapy for graduate students, though our staff cannot promise this will occur.

Application Process
1. Submit the following materials together electronically to CCTRAINING@bsu.edu:
   a. Application (available at this link)
   b. Cover letter
   c. Curriculum vitae
2. Arrange to have one recent clinical evaluation submitted electronically to CCTRAINING@bsu.edu. If you do not have a clinical evaluation, please arrange for a letter of recommendation to be submitted to the same address.
3. All application materials, including the clinical evaluation or recommendation letter, must be submitted by February 28, 2020 at 5:00PM in order to receive full consideration.

Requirements of Doctoral Practicum Position
Participation in orientation to the Counseling Center is a requirement for the practicum position. Orientation will take place the week prior to the beginning of the semester on Wednesday and Thursday, August 19 and 20 from 8:00AM-5:00PM.

Applicants will be interviewed by members of the University Counseling Center Training Committee between March 9th and 20th.