



Internship Opportunity

Company:	Solutions for Change
Internship Position:	Case Management Internship
College Credit:	You can earn college credit for your job or internship. Contact the Cooperative Education department at 760.744.1150 x2355 or jjarvinen@palomar.edu

Organization Background

Solutions for Change is focused on solving family homelessness in San Diego County. With this goal, we have pioneered an innovative and sustainable solution for families in our community – an effort that has led more than *900 families and 2,300 children* out of homelessness since 1999. We have also acquired and developed over 290,000 square feet of real estate into award-winning affordable housing communities for once-homeless families.

Our focus is assisting the *whole individual* and solving the problem. Our programs emphasize personal growth, bring families back together, and help parents learn how to give back to their community as neighbors, employees, and volunteers. In treating causative factors, Solutions also helps to prevent future families from ending up without a home.

Key Responsibilities

- Data tracking and entry
- Administrative support for Case Managers and Director of Clinical Services
- Progress Notes
- Training in Confidentiality, Law and Ethics, Record keeping
- Assisting in leading resident meetings

Qualifications/Minimum Requirements

- Plan, implement, evaluate and report activities conducted
- Act as a mandated reporter in all incidents of reported self, child or elder abuse or neglect
- Provide timely follow-up calls and reminders for clients as necessary
- Communicate effectively in writing and to prepare written and electronic documents
- Communicate orally, both in person and by telephone
- Establish rapport with others as a requisite for healthy and therapeutic relationships.



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- Present oneself in an appropriately personable and professional manner
- Receive and utilize constructive feedback regarding performance, presentation and relationships with others.
- Demonstrate consistency and flexibility as circumstances warrant.
- Effectively weigh and evaluate personal needs, client needs and the aims and policies of the agency and to respond and negotiate these competing needs as appropriate.
- Remain calm and supportive in psychological emergencies and/or crises when provided with appropriate supervision and direction.
- An enhanced level of self-awareness as to how he or she relates to others and an ability to effectively modulate this personal style as conditions warrant.
- Ability to communicate via computer email.
- Sets clear expectations and demonstrates professional boundaries with clients, resident staff and colleagues.

Additional Information

Desired Hours per Week:	At least 8 hours per week
Compensation:	Unpaid. To be eligible for this internship, students will enroll in a Cooperative Education/Work Experience course to earn academic credit.
Position Start:	Recruitment ongoing
Location:	Vista, CA
Website:	http://solutionsforchange.org/

If you are interested in this internship, please contact:
Jason Jarvinen, Work Experience Coordinator
Palomar College
jjarvinen@palomar.edu, 760.744.1150 x2355