**Housing Service Internship**

*Location: Waterloo or Waverly Office*

**Reports to:** Housing Support Specialist

**Status:** Unpaid Internship

**Internship Summary:**

Housing Services Interns will work closely with the housing team to assist with providing trauma-informed housing support and direct case management to individuals and families experiencing homelessness. Interns will work directly with Housing Support Specialists and participants of Emergency Rental Assistance, Rapid Rehousing (Emergency State Grant).

**What You Will Do:**

* Assist in providing services to:

-Emergency Rental Assistance

-Rapid Rehousing (ESG)

* Attend weekly client home visits.
* Provide case management for clients including:

-Housing Search & Coordination

-Crisis Counseling

-Resources and Referrals to other area agencies

-Assistance with various benefit applications

-Intake & Exit Paperwork

* Complete program data documentation and assist with occasional audits.
* Assess housing barriers to determine housing and service needs.
* Maintain, grow, and track relationships with local landlords in our service area.
* Represent FOF at community and other program development meetings as requested.

**Internship Requirements:**

* Exhibit a belief in non-violence and a willingness to advocate on behalf of populations affected by domestic violence, sexual assault, human trafficking, other violent crimes, and homelessness in a non-discriminating manner.
* Respect the confidentiality of clients receiving services through Friends of the Family.
* Exemplify Friends of the Family’s Core Values
* Believe in our 10 year vision: Everyone Has a Home
* Ability to pass a criminal background check
* Ability to complete Victim Counselor Training, Empower DB training, Confidentiality, Housing First Trainings

**Internship Qualifications:**

* Attending college for a degree in Family Services, Social Work, Counseling, Psychology, Communication, Education, Human Services, or another related field.
* Ability to complete the required university service hours during normal office hours (M-F 8-4:30)

**For more information, please email the Volunteer Manager, Madison Gaffney, at** [**madison@fofia.org**](mailto:madison@fofia.org) **with the subject line ‘Housing Service Internship.”**