**Victim Housing Service Internship**

*Location: Waverly Office*

**Reports to:** VictimHousing Support Specialist

**Status:** Unpaid Internship

**Internship Summary:**

Victim Housing Services Interns will work closely with the Victim Housing Support Specialist providing case management and outreach service to all victims who utilize emergency shelter and housing services.

**What You Will Do:**

* Support the efforts of victims in navigating safe shelter and housing options among other resources
* Assist in operations at Friends House shelter as needed
* Deliver housing-focused victim advocacy services to survivors both in and looking to access the program
* Travel throughout FOF service area to provide in-person, in-home/ hotel advocacy services, as well as to other location within the state
* Participate in on-call rotation to provide adequate support and staff to shelter programming
* Comply with data tracking and documentation requirements
* Complete program data documentation and assist with occasional audits
* 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 ‘ Victim Housing Service Internship.”**