

JOB INFORMATION

Effective Date	10/25/2021
Job Code:	3762
Job Title:	Psychology Intern
Salary Grade/Structure:	010 - Admin-Professional
Career Level Name:	
FLSA Name:	Exempt
EEO Code:	30-Professional Non-Faculty
Job Function:	Student Health & Wellness
Job Family:	Mental Health Services
Job Summary	The intern provides counseling and psychological services to UHCL students under supervision of the senior psychology staff of Counseling Services. The intern also participates in outreach and consultation activities of the department. The intern participates in an array of training activities designed to facilitate his/her professional development.

COMPETENCIES

Competencies

Please refer to the UHCL Human Resources webpage for UHCL core competencies for all eligible job levels.

QUALIFICATIONS

Education

Education Level	Education Details	Required/Preferred	
Doctoral Degree	candidate in Counseling or Clinical Psychology	Required	

Work Experience

Experience	Experience Details	Required/Preferred	

Licenses and Certifications

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Preferred	

Knowledge, Skills and Abilities

KSAs	Proficiency

JOB RESPONSIBILTIES

- Campus Security Authority
- Remote Work Capable

Essential Functions

Essential Function	% TIME
• Provide individual, couple and group counseling services to enrolled UHCL students. Conduct intake appointments. Provide response to psychological crises. Complete all related documentation of those services.	60%
• Develop and implement psychoeducational programming for the UHCL campus. Present workshops to student organizations and classes. Develop an individual intern project	10%
• Participate in all structured training activities, including individual supervision, training seminar, specialty supervision, case conference, etc.	20%
• Participate in professional development activities, such as reading, research, attendance at workshops, and other independent learning activities.	5%
• Participate in the administrative activities of the center, such as staff meetings, teambuilding and planning events, and all administrative duties.	5%

PRE-EMPLOYMENT

MVR:	No
Criminal History:	Yes

PHYSICAL DEMANDS/WORKING CONDITIONS

Physical Demands

Physical Demand	N/A	Rarely	Occasionally	Frequently	Constantly	Weight
Standing						
Walking						
Sitting						
Lifting						
Carrying						
Pushing						
Pulling						
Climbing						
Balancing						
Stooping						
Kneeling						
Crouching						
Crawling						
Reaching						
Handling						
Grasping						
Feeling						
Talking						
Hearing						
Repetitive Motions						
Eye/Hand/Foot Coordination						

Working Environment

Working Condition	N/A	Rarely	Occasionally	Frequently	Constantly
Extreme cold					
Extreme heat					
Humid					
Wet					
Noise					
Hazards					
Temperature Change					
Atmospheric Conditions					
Vibration					

Travel Requirements

Estimated Amount	Brief Description