



Job Description

Job Title: Suicide Prevention MSW Intern
Responsible to: Suicide Prevention and Outreach Coordinator

Responsibilities:

The position's primary responsibilities are to provide suicide prevention outreach, education, and intervention, and to assist with postvention programming for survivors of suicide loss. The position provides an opportunity to practice a wide range of clinical skills, program development, and knowledge of the expanding behavioral health field.

Job Requirements:

- Current Masters of Social Work program enrollment
- Demonstrated interest/skills in human services
- Demonstrated interest/knowledge in suicide prevention.
- Desire to enhance presenting, communication, and relationship-building skills
- Strong oral and written English language skills

Personal Qualifications:

- Ability to relate to and effectively communicate with people from all economic, racial, age, ethnic, and social groups
- Strong desire to provide non-judgmental, appropriate assistance to persons in need
- Ability to effectively deal with complex issues
- Ability to bring creative and innovative perspectives to suicide prevention

Specific Responsibilities:

A. Provide suicide prevention outreach and education

1. Provide suicide prevention education and training.
2. Serve as an agency liaison to the community and regarding suicide and mental health topics.
3. Work with schools on suicide prevention initiatives
4. Be knowledgeable and current about trends in suicide/suicide prevention.
5. Serve as part of the Helpline Center team for the local suicide prevention taskforce.
6. Assist with the promotion and marketing of suicide prevention services.

B. Suicide Loss

1. Maintain suicide survivor database
2. Develop and write agency's quarterly suicide support newsletter and publish it
3. Assist in coordinator of suicide survivor, suicide awareness, and suicide prevention events
4. Be knowledgeable and current about trends in suicide grief and support
5. Provide assistance in marketing and development of suicide loss programming

C. Respond to Helpline Center calls/texts/chats

1. Demonstrate sensitivity, empathy regarding human service issues. Project a non-judgmental attitude toward those requiring service.
2. Answer and provide appropriate assistance for information and referral contacts following policies and procedures.
3. Answer and provide appropriate assistance for listening & support contacts following policies and procedures.
4. Answer and provide appropriate intervention for crisis/suicide contacts following policies and procedures.
5. Document calls/texts/emails correctly into computer tracking system according to procedure.

F. Professionalism

1. Support and carry out the mission of the agency.
2. Follow agency policies, including personnel and programs.
3. Participate in the agency, demonstrate team participation and a workplace philosophy that enriches staff's ability to reach goals and provide high level of customer service.

G. Additional Duties

1. At times, staff will be required to perform additional duties beyond those specified.

Employee Signature

Date

Supervisor Signatures

Date

Hours: Primarily 8 am to 5 pm, although some additional off-hours may be required. Additional travel may be required as well.

Updated: June 2022