**Psychology Intern Standard Job Description**

**Classification Title:** Psychology Intern

**FLSA Exemption Status:**Exempt

**Pay Grade:** 7

**Job Description Summary:**

The Psychology Intern, under general supervision, receives training and supervision geared towards growth and development in becoming a Psychologist by providing personal, academic, and career counseling in the forms of individual, couples, and group counseling. Provides consultation and outreach services.

**Essential Duties and Responsibilities:**

**40% Counseling Services**

* Provides individual, couples, and group counseling.
* Engages in typical counseling-related activities including maintaining counseling records, completing administrative tasks, conducting consultations, crisis intervention, and making referrals.
* Administers and interprets psychological tests and manages various organizational and administrative aspects of counseling cases.

**20% Training and Supervision**

* Receives training and supervision towards becoming a psychologist by attending supervisory meetings and participating in case conferences.
* Consults with staff on academic, career, and personal counseling issues.
* Provides supervision to practicum students.

**10% Consultation and Outreach**

* Consults with students, faculty, and staff members about students who exhibit problems requiring counseling.
* Responds to requests for information about organizational programs.

**10% Presentations and Workshops**

* Provides presentations for students, faculty members, and staff members as requested.

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above.

**Qualifications:**

**Required Education:**

* Doctoral program in counseling or clinical psychology.

**Required Experience:**

* Minimum of 550 clinical/direct contact hours. At least one practicum in a university/college counseling center setting.

**Required Licenses and Certifications:**

* Candidates must have passed Doctoral qualifying examinations before beginning internship.

**Required Knowledge, Skills, and Abilities:**

* Ability to multitask and work cooperatively with others.

**Additional Information:**

**Machines and Equipment:**

* Computer
* Telephone

**Physical Requirements:**

* None

**Other Requirements and Factors:**

* This position is security sensitive
* This position requires compliance with state and federal laws/codes and Texas A&M University System/TAMU policies, regulations, rules and procedures
* All tasks and job responsibilities must be performed safely without injury to self or others in compliance with System and University safety requirements

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

[ ]  **Yes**

[x]  **No**

**Does this classification have the ability to work from an alternative work location?**

[ ]  **Yes**

[x]  **No**