



CRETE WELLNESS CENTER

The **Crete Wellness Center (CWC)** is a safe space for students to process their social emotional needs. Students have the ability to take breaks, meet with a social work professional, as well as, receive services such as clothing, housing assistance, and medical referrals. Interns serve as wellness center staff. Interns develop, implement, and manage wellness center operations under the direction of the wellness director.

CWC has broken the social work internship into three parts (macro, mezzo, and micro). Each intern will select one of the following social work areas. Additionally, interns in their 2nd year or higher can also become an administrative lead which allows the intern an opportunity to work on their managerial skills.

MACRO SOCIAL WORK

Macro social work at Crete focuses on the investigation of larger scale social problems that affect our families and the community we serve. Our macro social workers will develop and implement social interventions that aim to influence positive change at the community, state, and/or national level.

Macro social work project areas

- **Investigating Social Issues:** Through research, community outreach, and other methods of data collection, interns will discover and learn about social issues that affect the well-being of our student body and their families.
- **Developing and Managing Programs for Populations in Need (Homeless, Unemployed, Special Needs):** Develop support programs and community outreach initiatives to assist our Crete community.
- **Advocating for Populations in Need:** Serve as an advocate for special populations (students involved in child welfare system, immigrants, victims of domestic violence, etc.). Interns should look to effectuate change through initiatives that:
 - Focus on changes in legislation
 - Inform and work with government officials to discuss issues present in the community
 - Educate community members about pressing issues present in the community



- **Educating the Community:** Workshops, Newsletters, Community events centered around educating the Crete community about social issues and solutions to them.

MICRO SOCIAL WORK

Micro social work at Crete focuses on working directly with students and their families on a one-on-one basis. Interns will be meeting with students, families, and small groups to help them identify and manage mental, emotional, social, behavioral, and/or financial challenges that are negatively impacting their happiness and quality of life. Micro social work interns will have a caseload of students which they will develop individual student plans, collaborate with teacher and parent to ensure student has a support team.

Micro Social Work Areas

- Individual and Family Counseling
- Case Management
- Resource connection and navigation services
- Emotional and social skills development
- Crisis Intervention (School Violence, Domestic Abuse, etc.)

MEZZO SOCIAL WORK

Mezzo social work focuses on working with Crete students, parents, and employees in group settings. Interns will develop and host presentations on student issues, conduct workshops on various social and emotional topics, and work with local organizations to create and implement programs.

Mezzo Social Work Areas

- Parent Workshops (Parenting, Restorative justice, social emotional workshops)
- School Culture Workshops (Anti-Bullying, Grief etc.)
- Teacher/Admin Professional Development
- Student Support Groups (Restorative justice circles, social emotional workshops)

ADMINISTRATIVE LEAD (Must be at least a 2nd year MSW student)



- Work with principal, staff and parents on strategies that assist in continuously improving student achievement through social emotional supports.
- Management of social work interns including planning, tracking and approval of intern hours
- Ability to assist in providing professional leadership to organize, administer, and provide support for a creative school program.
- Responsible for assigning clients or tasks to the student(s).
- Ensure interns are keeping accurate records for client case files
- Conduct evaluations for interns throughout internship

The Crete internship program involves a commitment to becoming a change-agent and advocate for the Crete community and the community it serves. We understand that interns are students and not experts. Interns come in with varied levels of knowledge and skill based on their own individual life experiences. With that, Crete has made an effort to ensure the program is both collaborative and enriched in professional development that will bring out the best in both the intern and Crete Academy.

INTERNSHIP REQUIREMENTS

- **Hours**
 - The wellness center operates daily from 8:00am-5:00pm. Interns can work up to (8) hours daily and no more than 40 hours in a week. With that, interns are expected to plan hours at the beginning of internship to ensure one can complete hours during allotted internship.
 - **Macro Social Worker (1 per shift, 2 per semester)**
 - work a minimum of 2 days per week
 - Shifts:
 - 8:00am -1:00pm
 - 12:00pm- 5:00pm
 - 8:00am- 4:00pm
 - **Micro Social Worker (2 per shift, 3-4 per semester)**
 - work a minimum of 2 days per week
 - 8:30am- 1:30pm
 - 10:00am- 3:00pm
 - 12:00pm- 5:00pm
 - 9:00am- 5:00pm



- **Mezzo Social Worker (1 per semester)**
 - Work a minimum of 2 days per week
 - Shifts:
 - 7:30am- 12:30pm
 - 12:00pm- 5:00pm
- **Case Notes**
 - Each intern is required to keep updated notes on their clients and projects. Each intern will have a folder in a shared drive where they will keep records. Each client should have a client file that will be kept in a locked drawer. All documents in shared drive will be kept in file cabinet as backup.
- **Weekly Supervision**
 - All interns are required to schedule a weekly meeting with field supervisor.
- **Meetings**

Each intern will have a weekly 30-minute planning/reflection session with the Wellness Director to ensure intern is engaged in an enriching experience.

 - All interns are required to attend weekly wellness team meeting. In addition, interns may be asked to attend other staff and parent meetings as in pertains to intern assignment.



Internship Checklist

- TB Test
- LiveScan - Background Check
- Child Abuse Training
- Blood Borne Pathogen Training
- Personal Resume