

# UVM COUNSELING PROGRAM

## Practicum/Internship Field Site Information Form

---

### SITE INFORMATION

Name of Agency/School: Richford Junior Senior High School

Physical Address: 1 Corliss Heights, Richford, VT 05476

Website: [Richford Junior Senior High School](#)

Phone Number: 802-848-7416

Fax Number: 802-848-3210

Type of School:  Elementary  
 Middle  
 Secondary  
 Public or  Private

Type of Agency:  Community Counseling  
 College Counseling  
 Alcohol/Drug Counseling  
 Integrated Health/MH  
 Other: Enter information

Agency Administrator/School Principal: Beth O'Brien

Phone Number: 802-848-7416 Ext 203

Email Address: [beth.obrien@fnesu.org](mailto:beth.obrien@fnesu.org)

Contact Person: Allison Witherspoon, HS Counselor

Phone Number: 802-848-7416 Ext 221

Email Address: [allison.witherspoon@fnesu.org](mailto:allison.witherspoon@fnesu.org)

---

### PRACTICUM/INTERNSHIP EXPERIENCE INFORMATION

For K-12 school sites only, are you available to host a student for (check all that apply):

Practicum (approx. 4-5 hrs per week, Spring only)  Internship (approx. 20-24 hrs/week across year)\*

*\*Note: For clinical mental health sites, it will be assumed that this form is being completed as an internship site*

Responsibilities of a practicum or internship student:

*(Briefly list the responsibilities a practicum/internship student would be expected to assume in your school/agency and identify client population(s) you serve)*

Click or tap here to enter text.

Please check which of the following activities the practicum/internship student would participate in:

Classroom guidance  Family/couples counseling  Individual counseling - college age  
 Group counseling  Individual counseling - children  Individual counseling - adults  
 Consultation  Individual counseling - adolescent  Other (*please specify*): Click or tap here to enter text.

---

### SITE SUPERVISOR INFORMATION

Check one:

Licensed Mental Health Counselor  
 Licensed School Counselor  
 Psychologist  
 Social Worker  
 Certified Drug and Alcohol Counselor  
 Psychiatrist

If there is a second supervisor, check one:

Licensed Mental Health Counselor  
 Licensed School Counselor  
 Psychologist  
 Social Worker  
 Certified Drug and Alcohol Counselor  
 Psychiatrist

Name of Site Supervisor: Allison Witherspoon

Position Title: 9th-12th Grade School Counselor

Name of Second Site Supervisor: Alysa Vallender, MS

Position Title: 4th-8th Grade School Counselor

---

#### APPLICATION INFORMATION

Internship Application Deadline: Enter date

Internship Application Materials Required:  Cover Letter  Resume  Site Application  
 Other: Click or tap here to enter text.

Site Is Available for the Following Semester(s):  Fall  Spring  Summer

Are You Able To Accommodate Summer Only\* Interns?  Yes  No

*\*For students who have already completed 2 semesters of internship at another site*

Internship Provides Stipend:  Yes  No  Possibly

Other Relevant Application Information:

Click or tap here to enter text.

Where (to whom) to submit materials: Allison Witherspoon, [allison.witherspoon@fnesu.org](mailto:allison.witherspoon@fnesu.org)

---

FORM COMPLETED BY

Name: Liana Redmond

*For office use only:*

Date received/updated by the UVM Counseling Program January 2021