

UVM COUNSELING PROGRAM

Practicum/Internship Field Site Information Form

SITE INFORMATION

Name of Agency/School: Edmunds Elementary School

Physical Address: 299 Main St., Burlington, VT 05401

Website: [Edmunds Elementary School](#)

Phone Number: 802-864-8473

Fax Number: Enter fax number

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: Shelly Mathias

Phone Number: 802-864-8473

Email Address: smathias@bsdvt.org

Contact Person: Melissa Hathaway, School Counselor

Phone Number: 802-540-0137

Email Address: mhathawa@bsdvt.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)

Primary responsibilities surround developing and implementing developmental guidance programs for the K-5 population.

Client Population: K-5 with a diverse range of socioeconomic and ethnic populations; approximately 300 students in the school.

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: Melissa Hathaway
Graduate Degree(s) and Licenses Held: Masters Level Licensed School Counselor
Position Title: Enter position title

Name of Second Site Supervisor: Enter name
Graduate Degree(s) and Licenses Held: Enter information
Position Title: Enter position title

APPLICATION INFORMATION

Internship Application Deadline: Prefer to interview applicants in January

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: Melissa Hathaway, mhathawa@bsdvt.org

FORM COMPLETED BY

Name: Linnea Jahn

For office use only:

Date received/updated by the UVM Counseling Program 12/18/2019