SITE INFORMATION
Name of Agency/School: HowardCenter Outpatient Services
Physical Address: 1138 Pine Street, Burlington, VT 05401
Website: HowardCenter
Phone Number: 802-488-6600
Fax Number: 802-488-6601

Agency Administrator/School Principal: Michelle Fane, LCMHC
Phone Number: 802-488-6647
Email Address: michellef@howardcenter.org

Contact Person: Michelle Fane, LCMHC
Phone Number: 802-488-6647
Email Address: michellef@howardcenter.org

INTERNERNSHIP EXPERIENCE INFORMATION
Responsibilities of a practicum/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)
HowardCenter Outpatient Services has centralized its internship application process across programs. The HowardCenter has the ability to provide clinical experience with the following populations and services at their outpatient sites:

- Mental Health Counseling
- Substance Use Counseling
- Children and Families
- Intellectual Disabilities
- Criminal Justice
- DBT Group Program
- Intensive Outpatient Group Program for Substance Use

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

☐ Classroom guidance
☒ Group counseling
☐ Consultation

☒ Family/couples counseling
☒ Individual counseling - children
☐ Individual counseling - college age
☐ Individual counseling - adults
☐ Other (please specify):

All of the sites provide co-occurring individual and group treatment services. The specific population would vary depending on the interest of the intern and the needs of the site.

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: HowardCenter has many supervisors that meet the qualifications as checked above
Graduate Degree(s) and Licenses Held:
Position Title:

Name of Second Site Supervisor:
Graduate Degree(s) and Licenses Held:
Position Title:

APPLICATION INFORMATION
Internship Application Deadline: December 18th
Internship Application Materials Required: ☒ Cover Letter ☒ Resume ☐ Site Application
☐ Other:
Site Is Available for the Following Semester(s): ☐ Fall ☐ Spring ☐ Summer ☒ Academic Year

Other Relevant Application Information:
• HowardCenter has centralized its application process across outpatient services. This includes: Child, Youth and Family Services, Pine Street Counseling (adult outpatient counseling services), and Developmental Services.
• Indicate in your cover letter your interests and preferences.
• Interviews for 2019-2020 internships will occur during the week of January 14, 2019
• The following HowardCenter internship sites need to be applied to separately: Centerpoint, Chittenden Clinic, Jean Garvin School.

Where (to whom) to submit materials: michellef@howardcenter.org

FORM COMPLETED BY
Name: Julie Welkowitz (with information from Michelle Fane)

For office use only:
Date received/updated by the UVM Counseling Program 12/20/2018