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: http://ees.bsdvt.org/
Phone Number: 802-864-8473
Fax Number: 

Type of School: ☒ Elementary □ Middle □ Secondary □ Public or □ Private

Type of Agency: □ Community Counseling □ College Counseling □ Alcohol/Drug Counseling □ Other:

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

INTERNSHIP 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)
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):

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: School Counselor

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

Application Deadline:

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:

Where (to whom) to submit materials: Melissa Hathaway, mthawawa@bsdvt.org

FORM COMPLETED BY

Name: Julie Welkowitz with information from Melissa Hathaway

For office use only:
Date received/updated by the UVM Counseling Program 1/10/2019