Trying to find Psychology work experience? – SLV. Global

SLV.Global is accepting volunteers for 2018! To apply and speak with a member of the team about their mental health placements abroad, Please Click Here.

SLV.Global has been running Mental Health placements in Sri Lanka since 2010 and Bali, Indonesia since 2016. Founded by psychology graduates, SLV.Global recruit volunteers to work at various mental health-focused projects for a duration of 1-3 months. The Mental Health Placement includes running fun, interactive therapeutic sessions at a psychiatric hospital as well as volunteering at centres for people with special needs, youth English teaching and running similar activities with at-risk children.

All volunteers are required to undergo a series of in-country training sessions run by local NGOs and charity workers like basic English teaching, working with children and vulnerable adults as well as cultural sensitivity training.

If you’re curious and want to know more, you can request an Information Pack Here.

SAN FRANCISCO PRETRIAL DIVERSION PROJECT, INC.

**JOB DESCRIPTION**

**Position Title:** Pretrial Services Technician (Student Intern)

**Location:** San Francisco

**SUMMARY**

The Pretrial Services Technician (Student Intern) provides clerical and operational support to the Pretrial Services Officers and general assistance with the administrative functions of the office, such as inputting data, generating and reviewing reports, scanning, typing, filing, answering phones, and greeting visitors.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Assist in completing reports and correspondence for the courts
- Assist staff with administrative duties such as scanning, shredding, copying, filing, and conducting database searches, chronological entries, etc.
- Perform data entry functions. Enter supervision and investigative case file and statistical data into automated databases
- Maintain electronic case files by marking entries to chronological records based on information provided by staff
- Assist in conducting criminal record checks through local/national law enforcement databases
- Maintain Chain of Custody Logs
- Perform receptionist duties by greeting visitors/defendants in person and/or on the telephone directing them to the appropriate staff member
• Process outgoing mail/receiving mail and routing to the appropriate staff member
• Assist in providing court reminder emails and calls
• Perform other duties as assigned
• Punctuality and regular and reliable attendance.

QUALIFICATION REQUIREMENTS

Education and/or Experience: High School Degree or Equivalent. Must currently be enrolled as a part-time or full-time student pursuing an undergraduate degree in either social work, criminal justice, criminology, psychology, sociology, human relations, or a related field of study, and must maintain at least a 3.3 GPA each semester/quarter to remain employed (and also provide regular updates each semester/quarter on that GPA). Must meet all SFSD jail clearance criteria.

Language Skills: Read, write, and verbally communicate effectively and professionally with other business departments, clients, and outside agencies. Strong grammar and editing skills. Ability to diplomatically deal with difficult situations and people, while exhibiting a consistent level of professionalism.

Technical Skills: Strong computers skills required.

Reasoning Ability: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, report or schedule form.

Other Skills & Abilities: Ability to follow detailed instruction. Operate equipment such as, but not limited to, personal computer, scanner, calculator, fax machine, copier, phone, security system, door locks. Proficient typing and data entry skills. Ability to multi task. Excellent organizational skills.

➢ Local Internship Opportunity

Who we are:
CIP is a comprehensive program that supports young adults with high-functioning autism, and other learning differences, so that they can attend college, develop careers, and learn to live as independently as possible. Specific components of the CIP program include social skills development, academic coaching, internship & career support, advising, life skills instruction, health and wellness. For more information please visit https://cipworldwide.org/.

Where we are located:
We are located right in the heart of downtown Berkeley, half of a block from Berkeley City College in the Chase building on the corner of Center Street and Shattuck Avenue.

Who we are looking for:
- Students interested in mentoring, psychology, neuroscience, education, social work and/or disabilities studies and would like to gain experience in the field.
- Students who have had experience, or would like experience working with young adults with autism, ADHD, and other learning differences.
- Students who want to help young adults develop essential skills needed to function independently.

What you will be doing:
You will be assisting our staff based on our needs, and your personal and academic interests. Our coordinators will guide you through mentoring our students. You can also work with our therapists to gain clinical hours towards your certification. Depending on your specific needs and interests, we can tailor this internship to develop the skill sets you desire.

Your future with CIP:
Given that you work well with our team and our students, you could potentially become a candidate for a paid part-time or full-time position with our organization.

To Apply:
Send an email introducing yourself to Pilar Page ppage@cipberkeley.org attached with your resume.

2018 CASE Advancement Internship Program Online Application is Live!

Dear DMT/AMT Colleagues:

The 2018 CASE Advancement Internship Program is now accepting applications for students. UC Berkeley has hosted interns in each of last 2 years. Below I've pasted the program overview from the CASE website. If you have a summer project for a CASE intern, please contact Tammy Spath (copied). Tammy will coordinate responses and connect you to CASE. The institutional cost is approximately $7,500 per intern. It's a great way to develop - and recruit - young talent in our sector. Our very own Paola Alonso (Class Campaigns) is a former CASE intern (at Boston University)!

Program Overview
The program is an eight-week summer internship in which the advancement interns work, 32-hours-per-week, within areas of a university's advancement office. Interns receive on-the-job training and gain valuable skills in the five professional areas of advancement — alumni relations, advancement services, communications and marketing, fundraising and development
Internship and Volunteering Opportunities: Week of November 13, 2017

A mentor is provided for each intern along with networking opportunities, weekly eLearning, online resources, complimentary registration to the 2018 CASE Conference for Student Advancement and a paid trip to the CASE Internship three day training in Washington, DC.

CASE has adopted the following diversity mission statement.
CASE aspires to help institutions connect with their diverse constituencies and create pathways for current and future employees of diverse backgrounds.

Benefits of participating
Interns gain a hands-on learning experience and develop skills in alumni relations, account management, annual and regular giving, stewardship, fundraising campaigns, major gifts, events, marketing, communications and partnerships.
The breadth of the experience provides interns with a fully rounded view of advancement in higher education and the role it plays in supporting the university, current students and potential students.

CASE Advancement Interns receive numerous benefits to explore an advancement career including:

· Hands-on educational advancement experience at a premier institution
· Compensation for the duration of the internship
· All-expense paid three day training in Washington, DC
· Complimentary CASE Conference for Student Advancement registration
· Participation in introductory CASE advancement webinars
· Book allowance for the CASE Bookstore
· Mentor from your host institution
· Participation in CASE’s e-Mentoring program to network with an advancement professional outside your host institution
· CASE student membership for one year after the internship, accessing CASE webinars, the CASE library and Career Central
· Regular communication post-internship on entry-level job postings and career development opportunities

The 2018 CASE Advancement Internship program online application is now live. Deadline to apply is February 9, 2018. For information, contact Robyn Neeley, Sr. Manager, Career Programs, at neeley@case.org.

2017 Hosts

➢ Recruiting Computer Science, Cognitive Science, or Psychology Research Assistant

The Hinshaw Lab is currently seeking a part-time (~5 hrs/week), volunteer research assistant to assist in the conduct of an EEG study investigating attention and recovery from distraction in adults with ADHD and healthy controls - starting immediately. Ideally, candidates will have experience with Matlab and Psychtoolbox, and an interest in developmental psychopathology. The position entails assisting in coding EEG experiments, as well as helping with EEG data collection and analysis. Additional responsibilities may include data and IRB management, as well as subject recruitment and screening.
If interested, please email emarcelle@berkeley.edu with a resume and brief statement of interest.

Thank you!

➢ Transfer Student Center Internship

The Transfer Student Center is offering leadership opportunities for transfer students. We have positions in Social Media, Outreach, Education 198 Course, Events/Programming, and Operations. Students can earn up to 1-3 academic units for this exciting opportunity.

APPLY TODAY: www.transfers.berkeley.edu/internship
Application due on Friday, November 17, 2017 at 11:59pm (See attached flyers below)