



## **Loyola Community and Family Services**

Granada Center, Suite 300 • Lake Shore Campus

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## **Social Work**

**Traineeship begins the Wednesday before LUC academic school year begins and ends on May 31. You may have the ability to stay longer with permission from your direct supervisor and LCFS Director.**

### **Masters Level Trainee**

Here are the following minimal duties each social work masters level student is required to complete during traineeship.

#### **24 hours per week**

4-6 office based clients 1 hour - individual supervision

1 hour - group supervision 1.5 hours - didactic training

1 hour – assessment seminar (as applicable)

4-5 hours - paperwork & other duties (i.e., prep for groups, notes, etc.)

Participation in community outreach activities as assigned

Trainees are assigned to two schools for school-based services (ideally, one elementary school and one high school). School-based duties include:

3-6 school-based individual cases

2 groups run concurrently (goal is for each trainee to lead 2 groups each semester)

1 hour - supervision for groups and school based services

Other Duties required by end of traineeship:

Learn and shadow intake procedures; conduct 4-6 intakes independently

Present an in-service training with another trainee

Participate and observe live therapy (yours and supervisor/staff)

Conduct teacher consultation and school based behavioral intervention plan as client's needs require it.

Complete the following trainings: DCFS Mandated Reporter Training, Loyola's Share the DREAM Undocumented Student Ally Training, Loyola's Safe Space Workshop, and PREPaRE Training.