

# THE DENVER CENTER FOR CRIME VICTIMS

## JOB DESCRIPTION

- JOB TITLE:** Graduate Internship with the Elderly and Disabled Program
- AGENCY ADDRESS:** The Denver Center for Crime Victims  
P.O. Box 18975, Denver, CO 80218
- LOCATION:** Capitol Hill neighborhood
- CONTACT :** Kathi Fanning, Director of Training and Volunteer Services
- REPORTS TO:** Director of Training and Volunteer Services, Program Specialist for Elderly and/or Disabled Clients
- PURPOSE:** Ensure quality services for clients served. Provide crisis intervention and short-term individual and group counseling and advocacy services for crime victims, children and their families.
- CLIENTELE:** Anyone who becomes a victim of crime in the City and County of Denver or is a resident of Denver at the time the crime occurs is eligible for services.
- POPULATION:**
- |           |                                    |
|-----------|------------------------------------|
| Ethnic:   | Latino – 29%                       |
|           | White – 29%                        |
|           | African American – 21%             |
|           | Native American – 3%               |
|           | Asian – 1%                         |
|           | Biracial/Multiracial – 4%          |
|           | Other – 4%                         |
| Cultural: | Low Income – 54%                   |
|           | Physically Impaired – 14%          |
|           | Visually Impaired – 2%             |
|           | Hearing Impaired – 1%              |
|           | Mentally/Emotionally Disabled – 7% |
|           | Elderly – 6%                       |
- MISSION:** The Denver Center for Crime Victims’ purpose is to assist crime victims and provide crime prevention education. A victim is any individual who has been directly or indirectly injured by another’s criminal act that resulted in physical, psychological, social or economic harm. Included are persons victimized as a result of age, gender, ethnicity, sexual orientation, religious beliefs, disability or national origin.

**THE DENVER CENTER FOR CRIME VICTIMS**

**Job Description – Internship with the Elderly and Disabled Program (Page 2)**

**RESPONSIBILITIES:**

1. Co-facilitate short-term individual counseling and case management for crime victims.
2. Provide crisis intervention and services for crime victims via in-house or on-site services.
3. Assist with Grandparents Raising Grandchildren workshops
4. Assist with community awareness/education presentations to agencies that serve the elderly and disabled.
5. Review each case for quality following DCCV guidelines for quality assurance.
6. Participate in weekly case management and clinical supervision.
7. Any other related duties as assigned by Director of Training and Volunteer Services

**QUALIFICATIONS:**

Students currently enrolled in a graduate program in Psychology, Social Work or related programs AND experience in crisis counseling and case management. Experience in the provision of services for the elderly and/or disabled is preferred. Bilingual (Spanish) preferred. Experience working with crime victims preferred.

**SUPERVISION:**

Kathi Fanning, M.S., L.P.C., Director of Training and Volunteer Services  
Kent Webb, LSCW Clinical supervisor  
(Required clinical group supervision is held on Wednesday)

**WORK SCHEDULE:**

Up to 20 hours a week (weekdays 9:00-5:00 and some evenings 5:00-8:00).

**SALARY:**

Unpaid

**NUMBER OF INTERN POSITIONS:**

2

DCCV is an equal opportunity employer. As such, reasonable accommodations for persons with disabilities will be made in compliance with the Americans with Disabilities Act (ADA).