



## **2025 The Fortune Society Volunteer/Internship Program – LP**

**About Fortune:** The Fortune Society, Inc. (Fortune) has evolved into one of the nation's preeminent reentry and justice-informed service organizations, providing formerly-incarcerated people with the skills and wrap-around services needed to break the cycle of crime and incarceration and to build productive lives in their communities.

**Our Mission:** The Fortune Society's mission is to support successful reentry from incarceration and promote alternatives to incarceration, thus strengthening the fabric of our communities.

**Opportunity Title:** MHC Intern,

**Type:** Intern, un-paid

**Department/Reports To:** Treatment Services, OASAS licensed outpatient substance abuse program/Intake Specialist Counselor LMHC, CASAC-2

**Location:** In-Person (Long Island City; 29-76 Northern Blvd, Long Island City 11101)

**Tentative Schedule:** 21 hours per week commitment (sometime Mon-Fri 9am-5pm)

**Duration:** 2-3 semesters depending on school requirements.

**Application Deadline:** Ongoing until opportunity is filled.

**Position Summary:** The goal of MHC Intern is to support The Fortune Society's Treatment Services Department and provide access to substance abuse services for individuals with a history of criminal justice involvement by conducting assessments, completing comprehensive assessments, group-therapy, initial and quarterly treatment plans, documenting billable clinical notes, conference treatment with an interdisciplinary clinical team, detailed knowledge of clinic regulations, and relevant trainings. The intern will develop skills beneficial to a new mental health counselor, focused on a population with Substance Use and/or Mental health concerns.

### **Tasks / Primary Responsibilities:**

- Gain knowledge on EMR system and maintain up to date client documentation
- Observe counseling sessions, group sessions, and intake appointments
- Co-facilitate groups, complete intakes and engage clients in weekly counseling sessions
- Obtain a caseload of 4 to 6 (varies based on availability) and collaborate on documentation including but not limited to biopsychosocial, therapy contact notes, group session notes and memos
- Complete initial and quarterly treatment plans with measurable goals
- Conference on cases with an interdisciplinary team
- Attend relevant and required trainings
- Admin related tasks

### **Learning Objectives:**

- Learn detailed knowledge of clinic regulations
- Increase knowledge of working with the formerly incarcerated population.

**Preferred Qualifications:**

- Bilingual in Spanish preferred
- Experience with population of substance use and/or mental health illness preferred
- Must have computer skills including Microsoft Office
- Comfortable with talking about sensitive topics with our community members
- Excellent organizational and interpersonal/communication skills.
- Must have a high level of sensitivity toward the population served by The Fortune Society and the ability to assist them without bias.

**Additional Requirements**

- Must be 18+ of age
- Must have personal laptop/computer with reliable internet connection

**To Apply**

- Submit an online application at <https://fortunesociety.org/volunteer-or-intern-with-us/>.
- Applications selected for a phone/zoom interview will be contacted via email to schedule. If selected to interview, candidates will need to submit their resume.

*We seek talented, dedicated individuals from all walks of life who possess a strong commitment to this mission. Relevant personal experience is a plus.*