SERVICES PROVIDED:

Our Family Service Office desires to help all local residents that are in need of basic necessities. We provide food, clothing, and financial assistance as well as some seasonal help like toys at Christmas and school supplies at the beginning of the school year. Not only do we care for their short term needs of our clients, but whenever possible we try to assist with longer term financial planning as well as any spiritual needs they may have.

PRACTICUM STUDENT REQUIREMENTS:

- Must be 18 years of age or older.
- Ability to communicate well orally and in writing.
- Must keep client information confidential.
- Willingness to follow direction from staff members.
- Ability to learn procedure for assisting clients.
- Must be able to process paperwork and complete data entry

ROLE OF THE PRACTICUM STUDENT:

- Assist in case management services
- Answer incoming phone calls.
- Assist clients in filling out applications for assistance.
- Enter all necessary information in our Social Service Program.
- Will assist clients with alternate sources of assistance when we are unable to help.
- Help with distribution of food and clothes to clients
- Assist Family Service Director with special projects.
- Collaborate with other agencies

Updated 11/22/2013
EMPLOYMENT OUTLOOK:

As job opportunities open up within our Social Service Program here at The Salvation Army, we encourage those who are currently working with us in a non-paid position to apply. Our program works with individuals at various levels of need, allowing us to help train the practicum student in the area that they desire to work in the future.

A CRIMINAL HISTORY CHECK IS REQUIRED

As of April 15, 2011, practicum sites that use the Department of Human Services Background Check Unit will now conduct a weighing test and fitness determination when an individual has been identified as the perpetrator of abuse in certain cases of sexual abuse, physical abuse or financial exploitation. The Background Check Unit will specifically consider the most serious cases of abuse reported and substantiated from January 1, 2010, forward