SERVICES PROVIDED:

The mission of the Community Action Agency of Yamhill County, Inc. (YCAP) is to mobilize all available resources at the federal, state, and local levels to better promote self-sufficiency in Yamhill County's low-income and disadvantaged families and individuals.

Today, YCAP has over 30 employees and an annual operating budget of over three million dollars. Each year over 4,000 households are served. Our clients may receive any of the following services: transportation, weatherization, energy assistance, emergency shelter, rental assistance, information and referral, case management, and food warehouse for county food banks and emergency financial assistance. Our services are rendered in a culturally sensitive manner and bilingually in Spanish.

ROLE OF PRACTICUM STUDENT:

- Client Intake Assistant – provide intakes and assessment for Direct Client Assistance Fund and Shelter placement.
- Provide information and referral to families and individuals in the areas of transportation, shelter, food, and other needed services.
- Participate in community networking activities that allow individuals and families to access educational, employment, housing, nurturing, social, and recreational opportunities.
- Complete and process all paperwork necessary for various department programs.
- Participate as a team member in all client services functions, including service planning and coordination, staff meetings and trainings, intake duties, and backup for other staff.
- Work with agency Homeless Family Shelters programs.
REQUIREMENTS:

- Bilingual and Bicultural experience (English/Spanish) preferred, but not necessary.
- Leadership ability in areas of planning, organization, and communication.
- Works effectively as member of a team and individually.

EMPLOYMENT OUTLOOK:

Graduates would qualify for agency positions.

CRIMINAL HISTORY CHECK MAY BE 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.