



Judi's House Non-Clinical Internship Description

Judi's House is a comprehensive grief center serving children ages 3-18, young adults 18-25, and their parents or caregivers. We serve individuals who are grieving a death loss of any kind, including illness, suicide, homicide, and accidental death. The families that we serve are grieving the death of a "special person" who could be a parent, sibling, grandparent or other family member, friend, etc.

We offer Comprehensive Grief Care which includes group and non-group therapy, training and education, and resources and referrals for grieving youth and their families. All services are free of charge and allow us to work towards our vision that no child should be alone in grief.

We know that for many families, getting to Judi's House can be difficult. To support these grieving children, Judi's House has developed partnerships with local school districts and community organizations. Through these partnerships, the Judi's House Community-Based Care Team offers grief care programming and workshops to youth, staff, and caregivers in Metro Denver and beyond.

Position Summary

The Non-Clinical Internship at Judi's House is a training opportunity for advanced-standing undergraduate or first-year master's level students. Non-Clinical Interns collaborate with our Community-Based Care Team to provide grief workshops and outreach and establish community partnerships. Non-Clinical Interns also support our Grief Care Coordination team in identifying referral options and updating our Resource and Referral Guide. This position requires an 8-12 hour/week commitment and goes from August 2026 – May 2027.

Essential Duties and Responsibilities:

- **Provide in-house and community-based workshops and outreach that teaches children and adults basic information about grief**
 - Confidently engage youth audiences
 - Present in-person and virtually via Zoom, Google Meet, Microsoft Teams
 - Administer evaluation surveys
 - Promote Judi's House programs and expand the reach of the training and education initiative
- **Assist in generating and offering resources and referral to Judi's House clients and community**
 - Respond to internal referral requests
 - Support updates to Judi's House Resource and Referral Guide
- **Represent Judi's House programs and services**
 - Assist in establishing community partnerships with like-minded organizations
 - Participate in evaluation data collection
 - Engage in clear, direct communication with Judi's House staff and community partners
 - Must be able to develop a strong understanding of Judi's House services
- **Other duties as assigned** (i.e. general program operations support, reception coverage, etc.)



- Flexibility in job responsibilities—must be willing to do *some* clerical work, reception coverage and housework, as Judi's House is a place where everyone pitches in to get the job done
- Participation in special projects, as assigned

Requirements:

Education:

- Enrolled as an advanced-standing undergraduate or first year graduate student in a mental health-related field

Time Commitment:

- Minimum of 8-12 hours per week, available weekdays, preferably September-May
- Participation in our internship training weekend, held on August 14th & 15th

Knowledge and Skills

- Adhere to Judi's House values of respect, compassion, courage, and accountability
- Uphold highest standard of ethics regarding confidentiality and privacy
- Effectively manage time as it relates to all job responsibilities
- Maintain a calm and flexible presentation when job responsibilities do not go as planned
- Receive and integrate feedback (i.e. from supervisor and from surveys)
- Organized and detailed-oriented
- Strong networking skills
- Strong written and spoken communication skills
- Uphold Judi's House Justice, Equity, Diversity, and Inclusion practices as outlined in the Judi's House JEDI Statement
- Follow all requirements as outlined in the Program Policies and Procedures Manual

Our Commitment to Trainees:

- Minimum of 1 hour of individual supervision every 2 weeks or 30 minutes per week
- In-house trainings on grief, trauma, and other mental health-related topics
- Commitment towards self-care for all staff/interns
- Allotted personal and sick leave

No finance compensation is available for this position.

Judi's House offers one start-date for selected interns

- Start: Fall/September 2026 End: May 2027

Intern Signature: _____