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**Internship Process**

**Purpose**: The purpose of an internship is two-fold:

* To provide doctoral students with leadership and/or research opportunities in regulatory processes
* To enhance AASCB’s ability to understand and contribute to the national landscape through research initiatives, policymaking, and leadership in counseling regulation and professional advocacy

**Internship Descriptions**: Doctoral students selected for this internship will have a two-semester commitment in the areas of leadership and research.

* **Leadership Internship**: In the first semester, students will gain experience in the realm of counseling regulations, leadership development, and policy advocacy. This includes learning about licensure board structures and affiliates to the counseling profession.
* **Research Internship**: In the second semester, students will have the opportunity to facilitate in-depth research projects exploring current trends, issues, and regulatory frameworks within the counseling field. Students will be able to analyze data, prepare reports, and present results.

**Selection Process**: The intern selection process will involve a nomination process from university faculty and an application and interview process with internship candidates. AASCB will review submitted applications and choose **three (3)** applicants to interview for the opportunity. The Board will decide how many interns will be accepted.

|  |  |
| --- | --- |
| **Step 1**: | 1. **Nomination Start Date**: (March 1, 2024) 2. **Nomination Deadline**: (May 17st, 2024) 3. **Nomination Review Date**: (June 14, 2024) |
| **Step 2**: | 1. **Application Start Date**: (May 17th, 2024) 2. **Application Deadline**: (June 14th, 2024) 3. **Application Review Date**: (July 12th, 2024) |
| **Step 3**: | 1. **Videoconference Interview Date(s)**: (July 17th- July 31st) 2. **Intern Selection Deadline**: (August 1st, 2024)   **Orientation and contract worked out in August**     Date intern starts:  Sept. 3rd. |

**Internship Site Obligations**:

* **Site Agreement** – Universities will provide a site agreement with specific requirements.
* **Supervision** – The president and/or executive director will provide weekly individual/triadic supervision of no less than (1) hour.
* **Evaluation** – The president and/or executive director will complete a university evaluation of the intern (if required by university).

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**Internship Description**

**Organization**: American Association of State Counseling Boards (AASCB)

**Duration**: Fall/Spring (Two Semesters)

**Location**: Remote

**Overview**:

The American Association of State Counseling Boards (AASCB) is offering an internship designed for doctoral students seeking hands-on experience in the realm of counseling regulations, leadership development, and policy advocacy. This internship is a unique opportunity for individuals passionate about shaping the future of the counseling profession through research, leadership, and regulatory understanding. AASCB is comprised of leaders who have previously or currently served on state counseling boards and have a strong commitment to the regulation and advancement of the counseling profession.

**Responsibilities**:

* **Research & Analysis**: Engage in in-depth research projects exploring current trends, issues, and regulatory frameworks within the counseling field. Analyze data, prepare reports, and present results.
* **Leadership Development**: Collaborate with AASCB leadership to understand counseling regulations and the impact of policy on the profession. Engage in leadership training sessions, seminars, and workshops.
* **Project Management**: Assist in the planning, execution, and coordination of initiatives aimed at enhancing counseling regulations. Contribute ideas and support ongoing projects within the organization.
* **Collaboration & Communication**: Work closely with various committees, participate in meetings, and actively contribute insights and suggestions. Foster relationships with stakeholders, gaining exposure to diverse perspectives in the counseling landscape.
* **Policy Advocacy**: Contribute to advocacy efforts by understanding and communicating the importance of regulatory standards and their impact on the counseling profession.

**Qualifications**:

* Pursuing or holding a degree in counseling
* Strong interest in counseling regulations, leadership development, and policy advocacy
* Excellent research, analytical, and communication skills
* Ability to work independently and collaboratively in a team environment
* Proficiency in Microsoft Office Suite and familiarity with research methodologies

**Benefits**:

* Weekly supervision with the AASCB President and Executive Director
* Mentorship and discussion with leaders within the counseling field
* Hands-on experience in researching and shaping regulatory policies
* Networking opportunities with professionals and stakeholders in counseling regulation and advocacy (e.g., monthly virtual hangout meetings)
* Development of leadership skills through practical application and training sessions

**Application Process**:

* Complete the application questions below
* Submit a curriculum vitae
* Submit a cover letter

**Application Material Deadline:** (May 17st, 2024)

**Please send all application materials to Matt Grayson, AASCB Executive Director, at** [**mgrayson@aascb.org**](mailto:mgrayson@aascb.org)

Please visit AASCB.org for additional information

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**Internship Application**

**Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**University**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Program Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**License/Credentials**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Leadership Questions**:

Describe leadership positions previously or currently held.

Describe your leadership qualities.

**Research Questions**:

Describe any experience in research projects.

Describe areas of strength/competency in research methodology.

**Additional Requirements**:

* Submit a curriculum vitae
* Submit a cover letter (focused on competency and commitment to the profession)

**Application Material Deadline:** (June 14th, 2024)

**Please send all application materials to Matt Grayson, AASCB Executive Director, at** [**mgrayson@aascb.org**](mailto:mgrayson@aascb.org)