



Marriage & Family Research Institute

Instructions

1. Read the General Information / Internship Program (below) and sign
2. Submit this application form (sign and date)
3. Two (2) letters of recommendation (please attach)
4. Your current resume or vita (please attach)

UCF Marriage & Family Research Institute

The Marriage and Family Research Institute at the University of Central Florida (UCF MFRI) was created in 2003 to facilitate the development of research and clinical initiatives to better support couples, marriages, and families. The Institute conducts original research and facilitates and supports scholarly activity of faculty and graduate students interested in marriage, family, and child issues. Additionally, the Institute can provide outcome and process evaluation services for other research projects part of and independent of the Institute.

UCF MFRI Internship

The Internship Program at the UCF MFRI is a two-semester commitment that provides two unique opportunities for graduate students:

OFA Together Project. The UCF Marriage and Family Research Institute is currently engaged in a five-year research grant funded by the Office of Family Assistance of the U.S. Department of Health and Human Service, the Together Project. The OFA Together Project provides marriage education and low- to moderate-income married couples with children in Central Florida. Couples will complete a detailed clinical intake process and will then be randomly assigned into a treatment or wait-list control group. Participants in the treatment group will receive 12 hours of marriage education using the PREP (Preparation and Relationship Enhancement Program) curriculum and one booster session. Clinical interns spend 15 hours per week conducting couple intakes, providing support to couples in marriage education workshops, and other client related project activities.

Private Practice Development. The UCF Marriage and Family Research Institute provides marital, couples, and individual counseling referred from key referral partners in the community. In order to meet the unaddressed need of students being prepared for private practice, this internship component will also include additional experiences related to private practice development. In addition to providing clinical services for 15 hours per week, students will:

- Be responsible for recruiting half of their non-SHM caseload by their second semester of internship;
- Participate in two workshops provided by the UCF Small Business Development Center (<http://www.bus.ucf.edu/sbdc/>) or UCF Center for Entrepreneurship & Innovation (<http://www.cei.ucf.edu/index.html>) each semester;
- Attend either Central Florida Association for Marriage and Family Therapists or Central Florida Mental Health Counselors Association's monthly meetings for networking and professional development;
- Participate in monthly private practice coaching and supervision; and
- Develop a comprehensive business plan for their future private practice.



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Certification Clause. I certify that (a) I have read, understood and agreed to the terms of the internship, (b) that the information included in or attached to this application is accurate and true, and (c) that if I fail to provide all requested information or information is incomplete or inaccurate that the UCF MFRI will not accept or process my application.

Printed Name: _____

Date: _____

Signature: _____



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Contact Information

Full Name: _____

School Address: _____

Permanent Address: _____

Primary Phone: _____ Cell Home Work

Secondary Phone: _____ Cell Home Work

E-mail Address: _____

Academic Information

Degree Program: _____

Certificate Program: _____

Graduate Course(s): Couples Counseling Family I Family II
(Check courses taken)

Current GPA: _____ Graduation: _____

Semesters Available: Summer _____ Fall _____
 Spring _____ Summer _____

Classes Taken During Your Internship _____

Extracurricular Activities (Optional) _____

Available Times <i>(Circle all that apply)</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>
	9 - Noon	9 - Noon	9 - Noon	9 - Noon	9 - Noon
	Noon - 4	Noon - 4	Noon - 4	Noon - 4	Noon - 4
	All Day	All Day	All Day	All Day	All Day



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Rationale for Application

1. What is your primary reason for selecting the UCF MFRI as your internship site?



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2. What are your personal and professional goals for the internship experience?

3. Briefly discuss your skills in the following areas (provide specific examples): clinical, case management, documentation, clerical/administrative/organizational, and team work.



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Task and Technology Assessment

Rate your knowledge of and/or ability related to the following tasks and technology using the scale:

1 = Excellent. This is one of my strongest abilities, and I really enjoy it.

2 = Good. I could train others.

3 = Adequate. I would be ok especially if I had additional training and support.

4 = Not applicable. I have not had the experience.

- | | |
|----------------------------|---|
| _____ Microsoft Word | _____ Able to shift gears from one task to another with my full attention |
| _____ Microsoft Excel | _____ Telephone work: intakes, explaining things, giving directions |
| _____ Microsoft PowerPoint | _____ Completing projects accurately and on time |
| _____ Microsoft Adobe | _____ Working well with others, coordinating work alongside others |
| _____ Athena | _____ Being prompt (on time or early for work) |
| _____ Other | _____ Office work: faxing, copying, filing, answering phones |

Clinical Experience

Have you previously had clinical experiences? Yes No

If YES, please describe (including when, where, clients served, comments on your experience).



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Availability for Internship



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Name _____ **DEGREE PROGRAM** _____

School Address: _____

School (local) Telephone Number: _____

Permanent Address: _____

Permanent Telephone Number: _____

Email _____

Graduate course(s) you have already taken:

Couples Counseling

Family I

Family II

Certificate Program _____

What is your primary reason for selecting the UCF Marriage and Family Research Institute as your internship site?

What are your personal and professional goals for the internship experience?



Please briefly discuss your skills in the following areas: clinical skills, social skills, paperwork/ clerical/administrative skills, case management skills, and your ability to work as part of a team:

Please rate yourself on the following abilities (circle one number for each item)

1= Excellent, one of my strongest skills and I really enjoy it

2=Good. I could train others.

3= Adequate. I would be okay especially if I had additional training and support.

4 = Have not had the experience.

- | | |
|--|--|
| <input type="checkbox"/> Microsoft Word | <input type="checkbox"/> Able to shift gears from one task to another with your full attention |
| <input type="checkbox"/> Microsoft PowerPt | <input type="checkbox"/> Telephone work: intakes, explaining things, giving directions |
| <input type="checkbox"/> Microsoft Excel | <input type="checkbox"/> Completing projects accurately and on time |
| <input type="checkbox"/> Athena | <input type="checkbox"/> Working well with others, coordinating work alongside others |
| Other _____ | <input type="checkbox"/> Being prompt (on time or early for work) |
| Other _____ | <input type="checkbox"/> Office work: faxing, copying, filing, answering phones |

Previous clinical experience? _____ **YES** _____ **NO**

If YES, please describe (when, where, clients served, comments on experience)

Semesters available for internship

Summer _____

Spring _____

Fall _____

Summer _____

Ancipated graduation date: _____



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How many classes are you planning to take during your internship (not incl. internship) _____

How many extracurricular activities do you participate?

Optional - list activities _____

What days of the week would you be available for internship? (Please circle all that apply)

Monday Tuesday Wednesday Thursday Friday

9:00 - noon 9:00 - noon 9:00 - noon 9:00 - noon 9:00 - noon noon - 4:00 noon -

4:00 noon - 4:00 noon - 4:00 noon - 4:00

4:00 - 9:00 4:00 - 9:00 4:00 - 9:00 4:00 - 9:00 4:00 - 9:00 all day all day all day all

day all day

What else, if anything, would you like us to know in this selection process?

Would you be willing to train during the week prior to the start of a semester?

Y/

N

student signature date OFFICE USE ONLY