

Asian American Christian Counseling Service, Inc.

Externship Program

1. **Purpose:** The purpose of this Externship Program is to provide opportunities for individuals to explore careers in mental health counseling and psychotherapy within the context of Christian faith and practice. It is intended to give an insider's view of the day-to-day work life of a Marriage and Family Therapist, Licensed Clinical Social Worker, and/or Clinical Psychologist. It is also intended to offer insight into the challenges, responsibilities, and rewards of choosing either of these career paths.
2. **Program Considerations:** The Externship is time-limited, offers no pay or academic credit. Informational interviews are the central part of the Program. These interviews may include on-site visits to counseling offices, agencies or facilities. Where on-site visits are not possible due to privacy concerns or scheduling, informational interviews may also occur by telephone or over coffee, lunch or dinner depending on the Sponsor. Volunteers from AACCS' staff, Board of Directors, and friends or affiliates AACCS will act as Extern Sponsors. Participation of Extern Sponsors will vary from year to year.
3. **Eligibility:** This Program is open to post bachelor's degree individuals and/or students who are seniors at an accredited college or university.
4. **Length and Availability:** The externship shall run for a period of 60 days between July 1, 2011 and August 31, 2011 whereby the Extern must be flexible and available for an orientation, schedule interviews, attend one educational session at AACCS, and participate in an evaluation/exit interview at the close of the program. The actual hours completed at the end of the Externship will vary depending on each Sponsor's availability and offering. The goal is to provide 10-12 hours of experience or contact.
5. **Responsibilities:** Externs have complete responsibility for contacting Sponsors and for making arrangements for the Externship interviews in a timely manner. In some cases, we may advise scheduling with a Sponsor as a group.

Professional conduct is expected which includes the courtesy of notifying Sponsors of any changes to scheduling, delays in arrival, dressing appropriately for interviews, and sending appropriate letters of thanks following each interview.

Because counselors and psychotherapists must adhere to strict rules of confidentiality (both legally and ethically), Externs shall also conduct themselves similarly with regard to maintaining the privacy rights of any individual(s) whose presence, name, or other identifying information may be inadvertently observed or overheard while attending the site of any Sponsor or agency related to this Externship Program.

A log of time spent at each Externship interview or activity shall be maintained by the Externs along with notes regarding insights learned from each experience. This information will be used for the exit interview and for the purpose of issuing a Certificate of Completion at the end of the program.

6. **Requirements:** As a Christian organization, AACCS requires each Extern to agree to and sign the organization's Statement of Faith. Additionally, each Extern is required to accept and sign the Extern Release Indemnification and Hold Harmless Agreement (see attachments).
7. **Application:** Please submit a resume along with a letter of interest stating the reasons for your interest in this Program. Include any personal, academic, and/or pre-professional experience and interests that may be relevant to how you came to have an interest in mental health counseling, how your faith enters into your considerations, and questions that you hope to have addressed through this externship program. Please include two references and submit together with signed copies of the Hold Harmless Agreement and Statement of Faith.

Deadline for Applications: June 15, 2011

Send to: AACCS Externship Program
2550 W. Main Street, Suite 202
Alhambra, CA 91801

Fax: (626) 457-2904 or Email: ehuang@aaccs.org

Refer questions to:
Eleanor Huang, Executive Director Consultant
(626) 457-2900, Ext. 358

AACCS EXTERNSHIP PROGRAM

Extern Release Indemnification and Hold Harmless Agreement

The following agreement is designed to inform and protect all participants in the Asian American Christian Counseling Service (herein called AACCS) Externship Program, herein called EXTERN PROGRAM: the Extern, AACCS Inc., and Extern Sponsors—including but not limited to any individuals and/or organizations cooperating with this Program.

Extern Name: _____

1. I acknowledge that my participation in this program is entirely voluntary and such participation will require transportation to and from each interview, meeting, or activities with Extern Sponsors and/or their organizations, and that my participation may subject me to risks relating to my personal health and safety. I further acknowledge that I am traveling at my own risk and will take all precautions that I deem necessary for my personal safety and well-being including but not limited to medical precautions as needed prior to the start of service (i.e., vaccinations, dental care, allergy medications, etc.).
2. I hereby agree to release, hold harmless, and indemnify AACCS, its trustees, officers, directors, agents, and employees from any and all damages or claims of any nature whatsoever arising out of my participation in the EXTERN PROGRAM. On behalf of myself, my estate, assigns, and heirs, I do hereby indemnify and hold AACCS, its trustees, officers, directors, agents, and employees harmless from any damage or liability incurred by AACCS or others as a result of my participation in this program for any costs or expenses including but not limited to hospital and medical expenses, legal and defense costs as well as settlements, judgments, fines, and penalties of any nature whatsoever which may be incurred as a result of my participation in this program.
3. I am aware that AACCS and the EXTERN PROGRAM are not establishing an employer/employee relationship with the organization, the Extern Sponsors, or me. AACCS does not provide liability insurance for me as a participant in the EXTERN PROGRAM. I understand that I am personally responsible to resolve any and all problematic circumstances independent of AACCS or the EXTERN PROGRAM.
4. I acknowledge that AACCS and I may reserve the right to make cancellations or changes in cases of emergency or in the interest of the EXTERN PROGRAM or Extern Sponsor.
5. As a person of integrity, I have estimated my costs to the best of my ability. I am aware that costs fluctuate and I am responsible for any and all expenses related to my externship which may include but are not limited to travel, parking fees, meals, etc.

6. As a participant in the EXTERN PROGRAM, I pledge to conduct myself in a manner that reflects favorably on AACCS and the Extern Sponsor. I will act in a professional manner at all times, reflecting respect and responsibility in my externship position. I have read and agree with the responsibilities and requirements of participation as outlined in items 5 and 6 of the *AACCS Externship Program Description*.
7. At the end of this externship, I will complete the required evaluation form for the benefit of AACCS and the EXTERN PROGRAM as well as participate in an exit interview with AACCS' Executive Director for my personal and professional edification.
8. I acknowledge that the terms and conditions of this externship agreement and this release indemnification and hold harmless agreement are contractual in nature and not mere recital.

EXTERNSHIP PROGRAM PERIOD: July 1, 2011 – August 31, 2011

Name (Print): _____

Home Address: _____

City, State Zip: _____

Home Phone: _____ Cell Phone: _____ Email: _____

Emergency Contact Name: _____

Emergency Contact Phone: _____ Relationship: _____

_____ Date: _____

Signature of Extern

AACCS EXTERNSHIP PROGRAM

Statement of Faith and Practice

As professional Christian counselors and therapists, employed or contracted by AACCS, we believe that Jesus Christ is the Son of God, our Lord and Savior. We believe that through faith in Christ's death and resurrection, we have been given new and eternal life. We believe the Bible is the divinely inspired Word of God, and is the trustworthy and authoritative rule of faith and practice.

We recognize that *all have sinned and fall short of the glory of God (Rom. 3:23)*. Our work is rooted in God's call *to search for the lost and bring back the strays...bind up the injured and strengthen the weak (Ezek. 34:16.)* We, therefore, desire AACCS to be a place where the injured and weak, the conflicted and brokenhearted can safely seek help for healing, reconciliation, restoration, comfort, and peace.

We agree to maintain with integrity, the highest standards of professional practice, competence, and ethical conduct. Our first and foremost priority of practice is to do no harm to those we serve.

We embrace all who come to AACCS for help without regard to race, ethnicity, gender, sexual behavior or orientation, social-economic status, education, denomination, belief system, values, or political affiliation. We strive to withhold judgement and to demonstrate unconditional love and compassion regardless of our personal beliefs and values with respect to presenting problems.

We respect each client's right to self-determination, which governs the therapeutic contract and therapeutic outcome. However, we do not affirm, condone, advocate for, or assist clients in harmful attitudes, behaviors, or actions, whether emotionally, physically, or spiritually. Such harmful attitudes, behaviors, or actions may include but are not limited to matters that are life-threatening in nature (such as abuse of any kind, domestic violence, suicide, homicide, abortion, or euthanasia); issues that relate to addictions or addictive behavior; and decisions regarding divorce and remarriage, premarital and extramarital behavior, and homosexual or transgendered behavior.

We acknowledge the importance of and duty to consult and/or refer should significant conflicts emerge during the course of client assessment and/or treatment. Such conflicts may be due to, but are not limited to client-therapist expectations, expectations between AACCS and the client's referring source, differences in client-therapist values, therapist competency in particular treatment specialties, countertransference issues, and/or matters related to conflicts of interest and ethical conduct. With this acknowledgement, we agree to abide by the following protocol with the client's best interest in mind:

1. Discuss the points of conflict or the therapeutic matter with the client, and renegotiate the therapeutic contract as needed.
2. Consult with the Clinical Director or Clinical Supervisor for additional insight, clarification, and/or interventions in order to reach an appropriate disposition.
3. Refer the client to another therapist and/or agency if the situation is deemed unresolvable following consultation between the therapist, Clinical Director, or Clinical Supervisor.

As professional Christian counselors and therapists practicing under the auspices of AACCS, our greatest desire for those who come to us for hope and healing is to help them claim the promises of Colossians 1:10-12: *...that [they] may live a life worthy of the Lord and may please him in every way; bearing fruit in every good work, growing in the knowledge of God, being strengthened with all power according to his glorious might so that [they] may have great endurance and patience, and joyfully giving thanks to the Father, who has qualified [them] to share in the inheritance of the saints in the kingdom of light.*"

Although I am not a practicing counselor or psychotherapist, I have read the AACCS Statement of Faith and Practice as a candidate for AACCS' Externship Program and agree with the principles of faith stated herein.

Signature of Extern

DATE _____