



Transitions to Post-Secondary Education Program (TPE) Counsellor-Intern Placement Opportunity

How to apply

Interested applicants must provide:

- ☐ Resume
- ☐ Cover Letter
- ☐ Answers to the TPE Placement Questionnaire (see below)

Completed applications should be emailed to Ambrose Kirby and Tracy Whitfield, Faculty-Counsellors for TPE at akirby@georgebrown.ca and twhitfield@georgebrown.ca

Application deadlines vary throughout the year. Placement opportunities are available starting in September, January or May.

The deadline to apply for a May 2018 placement is Friday February 2, 2018. Successful applicants will be invited for an interview during the week of February 19, 2018.

TPE Placement Questionnaire

Please answer the following questions. Maximum 2 pages.

1. What interests you about doing a placement with the TPE program?
2. In your experience what is the best way to support yourself and/or another person who is trying to make a change?
3. What motivated you to study to become a counsellor/social worker/psychotherapist?
4. What values, knowledge, and/or skills do you already have that can help you succeed in this placement?



What are the minimum qualifications before applying?

- Direct counselling experience in the role of counsellor/front-line worker/therapist working with youth and/or adults (experience obtained through student placements, volunteer work, and formalized peer support qualifies)
- Demonstrated self-reflection skills (e.g. experience as a client in therapy, trainings in the safe and effective use of self, etc.)
- Insurance (college/university placement students will be covered through their schools, students from training institutes will need to acquire insurance)

Note: Review the full Counsellor-Intern Job Description below for more information.

What is TPE?

The Transitions to Post-secondary Education Program (TPE) at George Brown College is a FREE 3 semester program for adults who identify mental health or addictions issues as barriers to further school or work. Courses offered in the program focus on helping students develop new strategies and skills, create a school and career plan, and understand and address individual challenges to employment, academic, and interpersonal success.

What is the TPE Placement Opportunity?

Two Faculty-Counsellors and a team of counsellor-interns make up a big component of the support offered to TPE students.

Counsellor-interns are placement students coming from a range of graduate/undergraduate degree, diploma and certificate programs in counselling, psychotherapy or social work. Interns commit between 4 and 8 months, working a minimum of 3 days per week, between the hours of 9am and 5pm. This is an unpaid placement.

The TPE Placement is set in an active, fast-paced educational environment. Placement students can expect to offer support to



TPE students in a variety of ways including ongoing and drop-in individual counselling, single- (and possibly multi-) session group counselling, coordinating and supporting TPE community spaces, as well as basic resource trouble-shooting. Placement students will also lead learning opportunities for fellow counsellors, participate in group/individual supervision and be responsible for taking initiative in their own learning.

What is the focus of training in the TPE Placement?

The core of the training is the development of a strong therapeutic alliance grounded in an anti-oppressive and relational approach. Other areas of exploration include counselling in an educational context; (re)conceptualizing addiction and mental health; and developing a safe and effective use of self. Interns are also exposed to a variety of modalities through readings and presentations.

TPE Counsellor-Intern Job Description

The following expectations define your role as a Practicum Counsellor at TPE. They are intended to help you understand your job here and to provide a beginning point for supervision and evaluation. Your primary responsibility is to the overall TPE learning community as well as the students with whom you will work in counselling.

This job description is not comprehensive and other activities and assignments may be added on an individual basis as needed and in consultation with you.

FRONT-LINE SUPPORT

- Greet students when you see them around the college, in classes or in the office



- Introduce students to other students and practicum counsellors in the program
- Chat informally with students when the opportunity presents itself (in the hall, on the benches where students wait for appointments, in the TPE community space etc.)
- When you are in the office, be available as needed at the front reception area where students often come for support
- Maintain confidentiality in the open-plan office

ONE-ON-ONE COUNSELLING

- Meet with students weekly or as needed (based on student need and discussion with your supervisor)
- Make yourself available without being intrusive – not all students will choose to access support within the program
- Maintain up-to-date records of counselling sessions to be added to student file including an intake assessment, ongoing notes, a signed consent form and any other relevant documents. These entries should be brought to supervision on a regular basis for discussion and review.
- Collaborate with other professionals involved in the student's life as requested by the student. Consult with a supervisor before negotiating any release of student information.

DROP-IN COUNSELLING

- Be available for drop-in counselling as needed and according to your availability.
- Maintain up-to-date records of drop-in counselling sessions.

GROUP COUNSELLING

- Initiate and/or support existing single or multi-session groups with the support of faculty counsellors where possible.
- Maintain up-to-date, factual records of group counselling sessions. Consult regularly with your supervisor about notes.



COMMUNITY BUILDING & SUPPORT

- Support students in community spaces. This may include groceries/logistics, preparing and delivering content, attending to student issues that arise, and debriefing process issues.
- Support the initiatives of TPE student leaders in coordination with faculty-counsellors.
- Attend as many TPE community events as you are able.

SUPERVISION

- Prepare for and attend a weekly, one-hour meeting with your supervisor.
- Prepare for and participate in weekly group supervision meetings with the counselling team.
- Seek out supervision as needed with faculty-counsellors and peers.

GENERAL DUTIES

- Ensure you build in time for lunch, note-taking and reflection. Plan to not see students in the last hour of your day.
- Attend at least one TPE information session
- Read any assigned TPE practicum placement materials.
- Visit at least 2 other agencies or GBC programs to broaden your awareness of resources
- Read articles and books related to supporting people who identify substance use, trauma, and experiences of violence as barriers to life, school and/or work
- Advocate for students as needed
- Participate in all organized events that occur during placement days