

Housing Services Internship

Location: Waterloo or Waverly Office

Reports to: Housing Support Specialist

Status: Unpaid Internship



Summary:

Housing Services Interns will work closely with the housing team to assist with providing trauma-informed housing support and direct case management to individuals and families experiencing homelessness.

What You Will Do:

- Attend and help support weekly client home visits
- Provide case management for clients including:
 - Housing Search & Coordination
 - Crisis Counseling
 - Resources and Referrals to other area agencies
 - Assistance with various benefit applications
 - Intake & Exit Paperwork
- Complete program data documentation and assist with audits
- Assess housing barriers to determine housing and service needs
- Maintain, grow, and track relationships with local landlords in our service area
- Represent FOF at community and other program development meetings as requested

Internship Requirements:

- Demonstrate FOF's 5 core values: People First, Discover & Do, Equity and Inclusion, Grit
- Believe in our 10-year vision: Everyone Has a Home
- Respect the confidentiality of clients receiving services through FOF and donors
- Exhibit a belief in non-violence and willingness to advocate on behalf of populations affected by domestic violence, sexual assault, human trafficking or other violent crimes and homelessness in a non-discriminating manner
- Ability to pass a criminal background check
- Ability to complete Victim Counselor Training, Empower DB training, Confidentiality, Housing First Trainings

Internship Qualifications:

- Recommended for students looking to complete a 400-500 hour internship
- Attending college for a degree in Family Services, Social Work, Counseling, Psychology, Communication, Education, Human Services, or another related field.
- Ability to complete university required service hours during normal office hours (M-F 8-4:30)

For more information, please email the Volunteer Manager, Madison Gaffney, at madison@fofia.org with the subject line 'Housing Services Internship.'