



## SOCIAL WORK INTERNSHIP JOB DESCRIPTION

<b>Job Title:</b>	Social Work Intern	<b>Date Written:</b>	1/1/2019
<b>Department Name:</b>	The Izzy Foundation- Izzy Family Room located on the 5 <sup>th</sup> floor of Hasbro Children’s Hospital		
<b>Reports to:</b>	Erin Scott – Executive Director		

<b>Position Purpose:</b>	A social work intern represents The Izzy Foundation mission and goals whose primary responsibility is to provide assistance, support, activities and programs for families whose children who have debilitating diseases. This may encompass support through some or all of the treatment process including inpatient and outpatient care, off treatment and bereavement.
<b>Nature &amp; Scope</b>	It is the role of The Izzy Foundation Director is to provide resource information as well as a family centered care providing programs which will assist with the overall process of dealing with a child effected by cancer.

### ESSENTIAL JOB RESPONSIBILITIES

<b>Job Function:</b>	<ul style="list-style-type: none"> <li>➤ Facilitate hospital-based Izzy Foundation support and family based activities utilizing skills/training in group dynamics and communication, to promote support for families and siblings during their child’s medical care.</li> <li>➤ Collaborate with the hospital staff and other outside organizations to develop activities and programs that provide social support to patients and families in order to strengthen family-to-family support networks.</li> <li>➤ Meet with oncology families and those how children have a debilitating disease at the time of diagnosis and throughout the process of treatment.</li> <li>➤ Act as a liaison to facilitate communication between parents and hospital staff to convey parental concerns to staff so that their issues can be addressed and high service quality is maintained.</li> <li>➤ Provide ongoing emotional support, resource information and assistance to families of chronically ill children with long-term care needs.</li> <li>➤ Plan and carry out appropriate and helpful bereavement services/activities in collaboration with the hospital and outside agencies.</li> <li>➤ Provide support through listening in a non-judgmental manner and being sensitive to the situation, utilizing communication skills training in order to help the family normalize their feelings.</li> </ul>
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<b>Job Function: Documentation and Quality</b>	<ul style="list-style-type: none"> <li>➤ Participate in quality improvement efforts to assure family focus is considered in process improvements to enhance client satisfaction.</li> <li>➤ Coordinate collection of demographic information and needs assessment with the Executive Director to allow families to receive information about support resources available to them.</li> <li>➤ Document necessary interactions with families through monthly reports/statistics and weekly meetings.</li> <li>➤ Communicate appropriate information to the Executive Director and/or MSW supervisor.</li> <li>➤ Accurately interpret and communicate policy and procedures.</li> </ul>
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### **Job Function: Interpersonal Skills**

- Communicate effectively with peers, team members, physicians, customers and other hospital departments utilizing Lifespan/Hasbro and The Izzy Foundation values of mutual respect, accountability, trust, and excellence.
- Follow through on problems that may compromise patient care by using appropriate chain of command.
- Interact effectively with patient's families, co-workers and management staff.
- Maintains adaptability. Adapts to changes in a positive, professional manner.

### **Job Function: Teaching**

- Identify knowledge needs for families of patients in hospital through feedback from families to assure educational, physical and emotional needs are being addressed.
- Provide appropriate information and instruction to patients, families, and Hasbro Children's Hospital staff members, utilizing knowledge of Hasbro policies and Family-to-Family training to promote effective communication between the care team and families.
- Document patient and families response to in patient needs.
- Evaluate potential parent teaching tools from parent perspective, i.e. articles, tapes, books, utilizing personal experiences and training, to assist in development of resources that are family friendly and provide the necessary education to manage their child's condition.

### **MINIMUM QUALIFICATIONS**

The Izzy Foundation Social Work MSW Intern must have a bachelor's degree and preferred experience with a non-profit organization supporting families whose children are living with a life-threatening illness is preferred. Providing excellent verbal, written communication and computer skills. In addition, sensitivity to critical care issues, and comfort with the health care team process is required. Organizational skills mandatory to manage multiple priorities and train and organize groups of volunteers. Emotional maturity and recognition of appropriate boundary issues and concerns is essential. Ability to work collaboratively in a team with other health care professionals. Exhibit compassion, openness, self-awareness and sufficient interpersonal skills to help support the potential pain and suffering associated with life threatening conditions of children.