



DEPARTMENT OF VETERANS AFFAIRS
VA St. Louis Healthcare System
915 North Grand Blvd
St. Louis, MO 63106-4199
(314) 652-4100

VA St. Louis Health Care System
Social Work Service

Social Work Internship Program
Application Process for Fall 2014-Spring 2015

1. Applications for VA Social Work Internships will be accepted Feb 15, 2014 through March 15, 2014 for the following full academic year Fall 2014 – Spring 2015. Students may request an application anytime by emailing Barbara.Alexander2@va.gov or calling the VA Social Work office (314) 289-6391. The required application documents include a sample of the applicant's work and a letter of evaluation from a professor.
2. After the application deadline has closed the applications and accompanying documents will be reviewed and applicants will be notified. Those applicants that are selected will be invited for an interview or a series of interviews, after which they will be notified. This process should be completed by April 30, 2014.
3. Those that are invited to intern with VA Social Work Service will be expected to complete several additional requirements, a few of which are: provide fingerprints to allow VA to conduct police and security background checks; complete additional agency documents; pass a physical examination with VA Employee Health; and obtain VA computer clearance and agency identification. This list is not all inclusive, and several of these and other steps must be met in prescribed sequential order. This necessitates that the prospective intern have some availability to come to the VA for several hours during the summer months, typically July.
4. Prospective interns will also need to be available for one full week of agency and department orientation, which is anticipated to be middle or late July. The dates should be available to prospective interns by April 30, 2014 when they are notified of their invitation to intern.
5. VA Social Work Service welcomes applicants with disabilities and does not discriminate on any grounds.