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

VA St. Louis Health Care System
Social Work Service
Internship Program

Process Overview
Academic Year 19-20

The application period for academic year Fall 2019-Spring 2020 internships is February 11, 2019 to February 28, 2019.

Students are referred to their university Social Work field placement office for the application materials, which are provided to each of the affiliated universities. Or website for application materials https://www.stlouis.va.gov/careers/index.asp

Students may submit the application materials to the VA Social Work office (314) 289-6391 in person 915 North Grand Blvd., St. Louis, MO 63106 [Enright Entrance], or via e-mail to the department secretary Jacqueline.Owens2@va.gov. Applications will be accepted only during this application period. The required application documents include program application, college transcripts, graduate school or professional writing sample [not to exceed 1-2 pages], and a letter of evaluation from a school of Social Work graduate school professor.

Application materials will be reviewed, and applicants will be contacted by March 4, 2019 and informed if they have been selected for consideration. Those applicants selected for consideration will have an interview or a series of interviews, which are tentatively scheduled for March 14th, 2019. The candidates will be informed by March 21, 2019 if they were accepted for internship. These dates are projected at this time and subject to change, though will be within this time frame.

Internships require the full academic year of Fall-Spring. The intern schedules during these semesters typically require three or four standard business days, for a 20-hr week. Available tours will be determined by Field Placement and Field Instructor. The schedule is dependent upon the program to which the intern is assigned. Weekend or evening hours are not available at this time. Intern assignments are made by the VA staff to best meet the needs of all involved parties and within significant limitations including available programs and VA SW Field Instructors as the treatment settings and programs that are available for internships vary from year to year.
Those selected to intern with VA Social Work Service will need to complete several additional requirements, a few of which are: complete additional agency documents, provide fingerprints to allow VA to conduct police and security background checks, 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 will have some availability to come to the VA for several hours on more than one appointment day during the summer months.

Applicants must submit all required materials and documents and meet necessary timelines. If at any time during the process the applicant, candidate or intern is no longer able to meet the requirements, the intern may be withdrawn from consideration.

Prospective interns will also need to be available for 4 days of agency and department orientation, which is anticipated Monday through Thursday. The dates will be announced in Spring 2019.

Historically there have been modest stipends available for students who are eligible and who are not receiving federal funding such as GI Bill or Vocational Rehabilitation. The approval of these funds occurs annually at the national level and that decision may not be made until after interns are accepted or have begun their internship. This potential benefit will be reviewed with those students who are accepted for internship. It is recommended that student applicants do not base their decision to apply to VA St. Louis Health Care System for Social Work Internship on this potential benefit.

VA St. Louis Health Care System Social Work Service welcomes applicants with disabilities and does not discriminate on any grounds.

Related Documents:
- Social Work Internship Application
- Faculty Reference