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

Process Overview
Academic Year 18-19

The application period for academic year Fall 2018-Spring 2019 internships is February 12th, 2018 to February 28th, 2018.

Students are referred to their university Social Work field placement office for the application materials or the website 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.Meyerhoff@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, and a letter of evaluation from a graduate school professor.

Application materials will be reviewed, and applicants will be contacted by March 2nd, 2018 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 8th, 2018. The candidates will be informed by March 22nd, 2018 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. 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. 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 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 5 days of agency and department orientation, which is anticipated Monday through Thursday and the following Monday in August 2018. The dates will be announced in Spring 2018.

Historically there have been modest stipends available for students who are eligible. 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. Stipends are limited and may not be available for all students. 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 Application
Faculty Reference