

# NCTRC Internship Considerations

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**Site/Supervisor Expectations:** Having certain things in place will help any internship go a little smoother for both the intern and the hosting agency. For example, drafting a written description of expected responsibilities and anticipated learning opportunities for potential interns, developing an agency-specific internship manual, and establishing affiliation agreements with partnering educational institutions. If looking to provide an NCTRC approved internship, there are certain requirements an agency must meet. For example, according to current certification standards, the agency internship supervisor must be a full-time (minimum 30 hours/week) employee of the agency and hold an active Certified Therapeutic Recreation Specialist (CTRS) credential for at least one year prior to supervising an intern. The primary internship supervisor working directly with the intern must have at least 50% of their job duties dedicated to therapeutic recreation services within the agency's established therapeutic recreation program.

**NCTRC Internship Specifications:** Regarding an NCTRC approved internship, there are mandatory specifications that must be met for an internship to be valid. Specifications include completing "a minimum 560-hour, fourteen (14) consecutive (uninterrupted) week internship experience" at one specified agency (NCTRC Certification Standards, 2015). Required weeks of the internship must be consecutive with "no less than 20 hours per week or more than 45 hours per week" in order for it to be considered an acceptable internship (NCTRC Certification Standards, 2015). In the case of an extreme emergency or severe illness that may disrupt an internship, it is recommended an intern contact NCTRC immediately to determine their best course of action.

**NCTRC Job Task Standards:** NCTRC approved internships are expected to provide an intern with exposure to all recreational therapy processes as outlined by NCTRC's 2014 Job Analysis Report. Specific job tasks domains identified by NCTRC include: professional relationships and responsibilities, assessment, plan interventions and/or programs, implement interventions and/or programs, evaluate outcomes of the interventions and/or programs, document intervention services, treatment teams and/or service providers, develop and maintain programs, manage TR/RT services, and awareness and advocacy. Each domain contains a breakdown of more specific details of content and related job tasks to guide an internship supervisor in providing the most well-rounded, quality learning experiences possible to help interns transition into the professional world of therapeutic recreation.

For more information on internship specifications, please access NCTRC's 2015 Certification Standards, Part I: Information for New Applicants at <http://nctrc.org/wp-content/uploads/2015/02/1NewAp.pdf>.

For more information about NCTRC's job analysis study, please access NCTRC's 2014 Job Analysis Report at <http://nctrc.org/wp-content/uploads/2015/02/RP1-MM6-nctrc-job-analysis-report.pdf>.