

THE OHIO STATE UNIVERSITY
SUICIDE PREVENTION PROGRAM

Fall 2025 & Spring 2026 Undergraduate Internship Program

Thank you for your interest in becoming an Ohio State University Suicide Prevention Program (OSUSPP) undergraduate intern! Successful applicants will have a strong desire to learn about reducing mental health stigma, suicide prevention, and REACH© suicide prevention gatekeeper training administration.

Job Title: OSU Suicide Prevention Program Undergraduate Intern

Office/Department: The Ohio State University Suicide Prevention Program (OSUSPP), Counseling & Consultation Services

Location: 1800 Cannon Drive, Lincoln Tower Suite 840

Reports to/Direct Supervisor: Laura Lewis, MA, LPCC-S, Assistant Director & Internship Supervisor

Length of Internship: Full academic semester (either Fall 2025 Semester or Spring 2026)

Hours Required: 8 in person hours per week

How to Apply: Details about the application process and link to the actual application can be found at suicideprevention.osu.edu/outreach/student-involvement/internships.

Questions? Laura Lewis (614-688-5829 or lewis.1422@osu.edu)

Application Deadline: Friday, May 2, 2025

Position Summary:

Interns who join the OSUSPP team will have the opportunity to become campus leaders in mental health promotion where the mission is to engage our OSU campus community of nearly 100,000 students, staff, and faculty through suicide prevention education, outreach, and advocacy efforts. Interns receive excellent training and support alongside a large staff who together work to develop unique ways to educate staff, faculty, and students around suicide prevention and to promote mental health stigma reduction.

Interns will develop skills in professionalism and advocacy while learning the true meaning of prevention. Responsibilities include, but are not limited to, program outreach events (i.e. Fall and Spring Student Involvement Fairs, Out of the Darkness Campus Walk, RUOK? Day, etc.), REACH© training administration, attending weekly and bi-weekly staff and internship meetings, social media and website content development, assisting with research projects, and developing marketing efforts for new program initiatives. Each intern will also

combine their personal interests with OSUSPP's mission to develop individualized learning/development goals. Additionally, interns create and implement a "legacy project," which culminates the internship experience and offers a way to leave their personal passion mark on our program.

Specific Knowledge, Skills, and Abilities Required:

- Proficiency with email, Microsoft Power Point, Word, and Excel.
- Time management and efficiency.
- Excellent written and verbal communication skills.
- Dependability and follow through.
- Ability to organize and prioritize tasks on own
- Work independently and collaboratively with staff and volunteers.
- Cleanliness in a shared staff space.

Internship Offers:

- A helpful orientation to the internship experience.
- Individualized learning goals that complement your academic and career interests.
- Supportive and regular supervision and mentoring in a safe and accepting environment.
- A variety of interesting and challenging projects and tasks.
- Learning about the day-to-day operations of comprehensive campus suicide prevention program.
- Opportunities to design and conduct outreach events and presentations.
- Experiences collaborating on projects alongside undergraduates, graduate students, and full-time professional staff.
- If desired, class credit.

Expectations:

- Maintain a regular schedule of 8 in person office hours each week.
- Become a certified REACH® suicide prevention gatekeeper.
- Develop and accomplish learning goals with Assistant Director.
- Participate in regular experiences of self-reflection and program evaluation with staff.
- Attend and participate in all weekly staff meetings and bi-weekly group intern meetings.
- Check and respond in a timely fashion to all staff communication systems.
- Prompt arrival for all office hours and events.
- Professionalism, respect, and support with staff.
- Completion of self-evaluation and supervisor evaluation forms.