Contact Person

Name: Susan Connolly
Phone: (775) 657-4519
Email: connollys@reno.gov
Physical Address: 455 E 2nd St. Reno, NV 89502
Mailing Address (if different): P.O. Box 1900 Reno, NV 89505

Internship Site Information:

The Reno Police Department Victim Services Unit is a unit dedicated to assisting victims of violent crime. Our team, as well as the rest of the department, continues to work towards integrating a victim-centered and trauma informed approach when assisting people who have experienced traumatic events. Recovery after being the victim of a crime takes both time and support of others, and the added confusion of dealing with and unfamiliar criminal justice system can feel overwhelming. The Victim Services Unit helps provide a foundation for victims and their families by offering information, guidance, and emotional support. Within the Victim Services Unit, interns will have the opportunity to shadow our victim’s advocates, work closely with the staff of the new Front Desk model, attend informative trainings/events, become acquainted with our local community resources, and experience the inner workings of our unit throughout the investigation. Interns will have the opportunity to expand their knowledge of trauma informed care and form a greater understanding of the importance of an empathetic and compassionate approach. Internship hours can take place Monday through Friday between 8:00 am and 5:00 pm.

Number of Internships Available: 2

Student Requirements:

1. Students must complete a background check and will submit to fingerprinting
2. Students shall be at the Junior or Senior level with a GPA of at least 3.0
3. Students must be comfortable with working with a diverse and underserved population
4. Students must demonstrate the ability to show empathy, patience, organization, and compassion
5. Students need to be dependable and able to commit to the internship

How will student obtain this internship position?

Interested students can email our point of contact, Susan, at connollys@reno.gov. Please contact our POC as soon as possible as our background check process can take one month at minimum. If an internship position is still available, an application will be sent back to the student. The student shall submit the application along with an updated resume and then we will be in contact to set up an interview. If selected, the student will then be provided with a second packet for the background process.

Completed 5/10/2017