



Inside our Internship

Some things you need to know to prepare for being an intern at The Music Therapy Center of California in sunny San Diego.

As private practice internships are a unique experience, we wanted to give you an 'insider' look at the internship requirements and prerequisites. Our hope is that this information will help you decide if an internship at The Music Therapy Center of California is the perfect fit for you!

Welcome to sunny San Diego!

Often called America's Finest City, San Diego boasts an average temperature of 70 degrees year round in addition to a myriad of activities for everyone to enjoy. San Diego offers almost everything from the beach to desert and a day trip to the mountains. Here you can enjoy water sports, estate wine vineyards, cuisine reflecting cultures around the globe, world renown San Diego Zoo, museums, going to the symphony or plays, and many nightlife opportunities.

San Diego is within driving distance of Mexico, Temecula home of wine country, skiing in Big Bear, or a rustic afternoon with apple pie in the quaint town of Julian.

[San Diego Convention and Visitors Bureau](#)
[City of San Diego](#)



Enjoy the weather.

Box up your gloves, wool sweaters and heavy winter coats because you will not be needing them in San Diego! While San Diego is known for having an average of 70 degree weather year-round, you will need layers, light to medium jackets and fashion scarves to stay warm on cool 'winter' nights and even into spring. Watch out for November/December and March/April during San Diego's "rainy" season so bring an umbrella in case. While we might love to own a pair of rain boots, you won't get to use them often here! However, you never know when the Santa Ana winds will blow in hot, dry heat and push temperatures up unseasonably warm and dry even in the middle of winter. With being located close to the ocean, many times San Diego has a cloud cover in fact locals fondly refer to it as "May gray and June gloom." Summer weather here begins in May and lasts through October.



Howdy! Chiara & Marissa dress up for Cowboy day for a session with adults with disabilities

Survival Tip:

Be silly, goofy, and don't take yourself too seriously!

Location

MTCCA has two office locations including central San Diego in Mission Valley and Encinitas (located in north county).

[Mission Valley map](#)

[Encinitas office map](#)

During the internship, interns will need to have a vehicle that is in good working condition. The amount of driving required during the internship varies from month to month and depends upon distance from residence to facilities receiving music therapy services. But interns should expect to drive up to 600 miles per month (not counting to/from home and the office). Gasoline prices range depending on the time of year but averages about \$4 per gallon. You can check current gas prices [here](#).

To help anticipate your commuting costs to/from the offices we strongly encourage you to select a central area to live and map the distance and drive time to each office location. We recommend that interns stay within central areas including Pacific Beach, Mission Beach, Linda Vista, Clairemont, Hillcrest, North Park, South Park, Mira Mesa, Fashion Valley, Encinitas, Mission Valley, La Jolla, Carmel Valley, etc.



*“If you’re not having fun,
they’re not having fun!”*

Avoid living in areas far away from central San Diego including: Escondido, El Cajon, Alpine, Oceanside, Ramona, Vista, Lakeside, or National City due to increased length of commute. Easy freeway access will make your life a lot easier (e.g. if you move to Pacific Beach getting on/off the freeway is congested every day). We encourage you to consult with us before securing a place to live just to make sure that you will be happy in that area!

Background Check

MTCCA requires background checks. Once an intern candidate is accepted, paperwork will be sent to begin the process. The approximate intern cost for this is \$30. This needs to be submitted prior to the internship with the internship acceptance letter.

Car/Transportation

Having reliable transportation during your internship is a must as you may spend 30 minutes to an hour each day driving between group sessions or going to events (plus driving to/from work). A few “must have” items that the MTCCA team recommends you keep in your car:

- Phone charger
- Sunglasses
- Hand sanitizer

Other helpful items may include a pen, emergency snacks, wipes, sun visor, extra guitar strings or guitar pics.

Community

We encourage you to connect with the San Diego music therapy community before you arrive to help build a network and support system. Reach out to your co-interns (your internship director will do an email introduction). The San Diego Music Therapy Association is a good place to connect with others in San Diego especially if you’re looking for housing or a roommate. If you



Surprise performance by Jason Mraz at a Banding Together Jam Session

*Intern words of wisdom:
“Save your work and
back everything up on a
hard drive!”*

haven't already “like” or become a “fan” of MTCCA on Facebook (FB) and our affiliate organizations:

- [MTCCA FB](#)
- [MTCCA Internship Blog](#)
- [MTCCA Pinterest](#)
- [MTCCA Instagram](#)
- Autism Tree Project Foundation FB
- [Banding Together \(non profit\) FB](#)
- [Fredericka Manor Clavinova Connection FB](#)
- [In Harmony Learning FB](#)
- [Kibbles Rockin' Clubhouse FB](#)
- [San Diego Music Therapy Association FB Group](#)

Computers and Equipment

Interns are strongly encouraged to have their own computer. While MTCCA's office has computers, there are in almost constant use and may only be available for limited usage to interns (primarily after hours). MTCCA has wireless internet and a wireless printer available via Bluetooth. We encourage you to bring any musical instruments or therapy materials that you have collected to use during your sessions and to begin building your therapy toolkit. MTCCA does have guitars, pianos, instruments and resources available for interns to check out/use during the internship.

CPR Policy

Interns are required to have CPR certification including the infant/children certification prior to beginning their internship. Find a [CPR training](#) near you.

Dress Code

San Diego is known for relaxed attire, which carries over into the business setting. However we strive to align ourselves with the medical profession. Interns are expected to dress in professional, business casual attire, adequately groomed and prepared daily. As



*“You’re never fully dressed
without a smile!”*

MTCCA primarily targets children with special needs and a variety of facilities, no facial piercing with the exception of ears is allowed as it could harm our clients as well as interns and staff. No blue jeans, tank-tops, or skirts/dresses above the knees, or low-cut revealing shirts or flip-flops are allowed. Open toed shoes are not allowed with the exception of slip on flats or professional looking sandals. MTCCA has the right to enforce the dress code at any given time. When representing MTCCA at a community events please discuss with supervisors whether casual or business casual attire is required as some community events may be casual in a company t-shirt (provided by MTCCA) and jeans.

Housing recommendations

We know that housing can be one of the major concerns for interns when moving to San Diego. MTCCA recommends that you connect to the San Diego Music Therapy Association group on Facebook and other music therapy interns to explore housing options. Connecting through local churches and universities can be a great way to find quality roommates. Some interns are fortunate to find housing with family, friends or a church network. Others find that they need to have a roommate to afford housing costs.

If not included in rent, please check these websites for current pricing and estimating your living expenses:

- Water and sewer (if not included in your rent)
- Electricity from SDG&E
- Trash Waste Management
- Internet

Many places here do not have air conditioning or heaters because of the mild climate. Rent varies depending on what community you look at living in. Here are some resources to get you started on looking for places in the area:

- Craigslist San Diego
- Roommates.com
- Check board listings through local churches
- The San Diego Union Tribune
- San Diego Reader



Banding Together Soundcheck Jam
with Ziggy Marley



Summer Camp Jam

- Airbnb or VROB
- Apartments.com

Health & Immunizations

Interns are responsible for maintaining appropriate immunizations. Due to the nature of MTCCA's clients, interns may come into contact with client saliva (from clients with low facial tone). Our clients do not have severe behavior issues however it is possible that a client when is upset may exhibit behaviors such as biting. Therefore, it is MTCCA requires that interns receives immunizations for **Hepatitis-B**, has a **TB test** and receives a **tetanus shot** prior to beginning the internship to prevent infection.

All interns born in or after 1957 must present proof of immunity in one of the following forms:

- Documentation of two rubella vaccinations and two rubcola vaccinations after the age of one. The MMR (measles, mumps, rubella) vaccine immunizes against both rubella and rubcola, but two doses are necessary. Interns lacking this documentation will require both MMRs, administered no closer than one month apart, or
- Documentation signed by a personal physician that you have contracted both rubella and rubcola, or documentation that blood drawn and tested determined immunity to rubella and rubcola. Such a blood test requires a physician's authorization.

Insurance

- Professional liability insurance is covered by MTCCA
- Health insurance is the responsibility of the intern and is not provided by MTCCA. Some interns may still be for health insurance through their parents or have access to insurance through your university. MTCCA requires that you carry insurance. Below are some carriers that you can research if you need outside sources for insurance:
 - Assurant Health
 - United Healthcare

Self care tip:

Have fun and find moments to take time for yourself and enjoy San Diego! (when in doubt...take the scenic route.)

- Auto insurance is required and is the responsibility of the intern. Minimum insurance coverage is \$50,000. Proof of insurance and drivers license needs to be provided prior to starting the internship.

Emotional Health & Intensity

Private practice is a unique setting that is fast-paced and requires a lot of emotional, physical and mental energy. You should be ready to hit the ground running when your internship starts! This is why we only accept the best of the best to our internship program. Similar to college, you may feel the internship intensity building up to right to the very end of the internship (just like finals). Unlike practicum in college, where you may have 2-3 placements at a time, you will build up to 4-9 sessions per day (times 5 days/week). To prepare you for the workforce after your internship, you may have 25-40 clients (individual and/or groups) on your caseload by the end of the internship.

Private practice often requires flexibility, adaptability and thinking on your feet. While there are many challenges in private practice there are as many benefits including that no two days are ever exactly the same! There is a lot of variety and change. You will be given experiences to push and challenge you, which will help you grow and be a better therapist.

While we understand that you may need to work during the internship, we do not recommend it. The first month you may feel tired as you adapt to a new schedule and new routine. Attending classes and doing homework is very different from being “on” all day during your sessions. Keep in mind that there will be times where you will have assigned symposium readings, session plans, and other projects to work on outside of your assigned work schedule. Introverts will need to be aware of body and mind about how much quiet time you need to process and recharge. On the other hand extroverts may find that need extra time to process with friends about their experiences. Regardless of how we ‘recharge’, we all need “down time” to time to process and relax not to mention getting a good night’s sleep so that you are at your best and ready to take on whatever new challenges each day will bring!



ATPF 2018 Neuroscience Conference

Intern Survival Tip:
“NEVER turn down a free meal!”



Meals

Interns are responsible for their own meal costs including lunches. Many café and restaurant options are available close to both offices. Staff and interns typically bring their own lunches. A refrigerator and microwave are available at both locations. There are many grocery stores in the area including Albertsons, Ralph's, Vons, Food for Less, Henry's, Trader Joe's and Whole Foods. As this internship is busy and intense, we recommend that you bring lunch with several small snacks to fuel you as needed throughout the day to keep you charged! Also hydration is important to keep your energy up and to your vocal cords working at their best. We HIGHLY recommend carrying a water bottle with you each day.

Schedule

As we are in private practice, each intern schedule will vary slightly. Each day is often different and flexibility is important. In order to fulfill internship requirements of 1200 hours, interns are expected to work 40 hours a week (5 days) and will be given an hour lunch each day.

Special events are often on weekends and evenings (e.g. presentations, running booths at marketing events, fundraisers, networking, camps, recitals, etc.). Expect to have administrative projects (reading, session plans, etc.) to complete outside of your assigned schedule. Days off may vary. MTCCA is open Monday through Saturday from approximately 9am-6pm or 10am-7pm. Junior interns are assigned to work Tuesdays through Saturdays while senior interns have a Monday through Friday rotation.

The office is closed to holidays a year including Christmas Eve, Christmas Day, day after Christmas, New Year's eve, New Year's Day, Thanksgiving Day & day after, 4th of July, Memorial Day & Labor Day. As this is a 6-month internship, no sick days or leave days are available. Any missed days will be required to be rescheduled or made up. Special arrangements may be able to be made for interns attending national and/or regional conference or who have commitments prior to starting their internship and have notified MTCCA ahead of time.

Scholarships, Stipends & Finances

MTCCA does not currently offer a stipend or scholarship to interns. However we encourage interns to explore local and national scholarship opportunities. AMTA (www.musictherapy.org) offers two internship scholarships: Edwina Eustis Dick and Brian Smith Memorial. Nominations for these scholarships may be required. Please email your internship director should you be decide to apply for these opportunities. Also check with your professors and regional music therapy chapter for opportunities. For example [Western Region American Music Therapy Association](#) offers an internship scholarship for members. Refer to appropriate websites for application deadlines and other information.

Each intern's financial circumstances are different and San Diego living is expensive. Some interns take out a student loan for their internship (if they can take credit for thesis or individual study—enough to qualify for financial aid). Other students have family support or take out a personal loan. We recommend talking with your family and professors about options that are right for you. Due to the intensity of the private practice setting, we discourage interns from working during their internship.

Internship can be a busy and undoubtedly challenging time especially when internship is not financially compensated. We want our interns to be in control of their finances during their internship. Therefore we require that interns complete and submit a budget. We encourage interns to use an online/app budgeting tool such as [Mint](#) (which is free) or [Every Dollar](#) (need to subscribe to sync bank accounts). We highly recommend taking a [Financial Peace University](#) course in your area or online.

Symposium & Consortium

At MTCCA we value education and growth and know that it's impossible to learn everything in college that you will need to know as a working professional. This is why we have a weekly intern symposium with topics that relate to our setting. Related



therapy strategies and speech and language.

research, neurologic music therapy techniques, job market, video modeling, and adapted lessons are just a few of the topics that will be explored throughout the internship. Interns are expected to come to symposium having completed the required materials.

In addition music therapy interns in San Diego come together several times a year for Intern Consortium. The purpose of this group is to give interns a support network outside of their internship agency where they can meet with others going through similar experiences. This is an opportunity for interns to learn ethics, network, lead and learn session interventions and much more. Interns also attend a monthly Neurologic Music Therapy group where techniques are presented to the team for feedback.

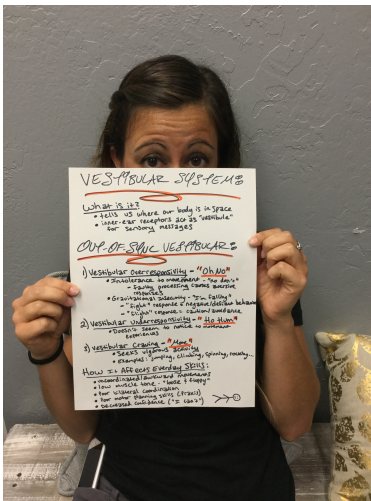
Time Management

During the internship it may take a few weeks to find what routine works best for you. For example are you a morning person and you get up early to plan sessions and do reading before seeing clients? Or are you a night owl and feel best doing work in the evenings? We encourage you to think about how you can make the most of your time. You may want to spend drive time planning sessions, listening to required readings (when possible), or learning songs from CD or a playlist! If organization, prioritization and time management are not your strength, you may find it helpful to read Brian Tracy's "Eat that Frog: 21 Ways to Stop Procrastinating and Get More Done in Less Time."

Our teams uses an app/web program called Asana to help manage tasks and responsibilities throughout the internship.

Materials

Interns will be required to purchase the following books for their internship which will be read over the course of the 6 month and discussed with the team during inter symposiums. To save on cost, we recommend buying used copies online at Amazon.com or buy from a previous intern if possible. Buying audio books (where available) is often a good option to make use of your drive time.



- “Who Moved My Cheese” by Spencer Johnson
- “Rhythm, Music and the Brain” by Michael Taut
- “The Out-of-Sync Child” by Carol Stock Dranowitz
- “Strengths Finder” by Tom Rath (Note: this must be purchased new because each book contains only one code to take the online test)
- “Autism Spectrum Disorders” by Chantal Sicile-Kira

Prerequisite Assignments

Budget: Prepare a personal budget for your internship to make sure that you have a plan in place! See the financial section (page 9) for details.

Books: Please have read the following prior to starting your internship and complete a one-page summary for each resource and submit to the internship director.

- “Rhythm, Music and the Brain” by Michael Taut (chapters 1-3 only)
- “Who Moved My Cheese” (whole book, short & easy read)

Therapy Resources:

- Be able to sing these songs from memory with accompaniment (piano and/or guitar) which can be downloaded from Dropbox
 - Kibbles Rockin’ Clubhouse
 - In Harmony
- Be able to sing and play at least two current pop songs for use with children and teens during therapy
- Create a notebook of songs and chord charts that you can sing and/or play with guitar or piano for older adult groups (e.g. songs from 30s, 40s, and 50s, patriotic, folk, etc.) and adults with disabilities (e.g. songs from 50s-90s, patriotic, folk, etc.). Also put together songs that you can play on your primary instrument for sessions.

First Day Checklist

Each intern experience will be unique as our client caseload changes frequently. Therefore schedules will vary and interns will

be notified the week before the start of their internship what their hours for the first week. The first two weeks will include orientation, training and observation. We recommend *interns bring a lunch especially during the first couple of weeks until they know their schedule.*



Please be prepared to bring the following proof of:

- Auto insurance
- Health insurance
- CPR certification
- Immunization records
- TB test
- Hepatitis-B
- Tetanus
- 1-page summaries for required for each book
- Results from Strengths Finders test
- Personal budget during internship

Prior to starting internship

- Complete and return internship acceptance letter and background check with \$30 payment made payable to The Music Therapy Center of California (payment may be made via check, Palpal or card)
- Purchase required books
- Read assigned books/chapters and complete 1 page summary for each
- Learn all required songs (chords and tracks available in dropbox)
 - Make a playlist and sing-a-long as you drive!
- Create song notebooks
- Create a personal internship budget

MTCCA Intern Hall of Fame

2012

1. Hilary White (July)
2. Marjorie Halverson (Oct)



2013

3. Elizabeth Sommerfeld (Jan)
4. Craig Ruggels (April)
5. Mark McKenna (July)
6. Mary Jane Dibble (Oct)



2014

7. Michelle Tobias (Jan)
8. Rachel Jacobson (July)
9. Emma Byrd (October)



2015

10. Nerissa Manela (January)
11. Tara Harwell (May)
12. Rebecca (Becca) Paoni (July)
13. Kristin Hurley (October)



2016

14. Marissa Phillips (January)
15. Chiara Francolino (April)
16. Brandon Wright (August)

2017

17. Shannon Flaherty (January)
18. Emily Kent (June)
19. Esther Hood (October)

2018

20. Patricia Smith (January)
21. Darby Bollinger (May)
22. Maggie Hake (October)



2019

23. Noriah Matanick-Uribe (January)
24. Molly Coleman (April)
25. Juliana Hsu (July)
26. Audrey Cosgrove (October)