



Healthy Aging Internship

Description

SWIRCA & More is proud to announce the availability of an exciting internship with our Healthy Aging Department. This internship can provide school credit and offers valuable experience in promoting Healthy Aging and non-profits. The office is located close to downtown Evansville.

This is a great opportunity for someone looking for a career in Health Promotion & Work Site Wellness or Health Services. Candidate must be energetic, self-motivated, a team player, results-oriented and dedicated to the achievement of personal and team goals. This internship requires a candidate with confidence in interpersonal communication, excellent writing skills, and a passion for making a difference in the lives of people who strive to live independently.

The Healthy Aging Intern's role will be to support the Healthy Aging Department's staff in all aspects of daily and special events.

RESPONSIBILITIES

The Healthy Aging Intern's specific responsibilities include (but are not limited to):

- Help in planning and implementation Healthy Aging events
- Assist with daily events in the Activity Center
- Attend weekend events as needed
- Help set up daily events
- Other duties as assigned

Duration: Summer Semester 2017 (May 10-Aug 11)

Hours: Office hours are 8:00am to 4:30pm. Must be able to commit to at least 12-15 hours per week.

Requirements

- Must be currently enrolled as an undergraduate or graduate student
- ***This position is being funded by a Lilly Grant through USI and a stipulation of the grant is that any student that accepts a position being funded by Lilly must enroll in an internship course through USI.***
- Excellent writing, research and interpersonal communication skills
- Proficiency with Microsoft Office application, internet and e-mail
- Ability to prioritize and handle a variety of assignments simultaneously
- Attention to detail and accountability

Send resumes to kmorehead@swirca.org