

Undergraduate Health Leadership Initiative  
Summer Internship Program

Maine DHHS – Office of MaineCare Services  
109 Capitol Street  
Augusta ME 04330



**About the Organization**

The Office of MaineCare Services (OMS) has primary responsibility for administering Medicaid program throughout the state of Maine. These responsibilities include; development of coverage policy, provider and member support, provider reimbursement, quality assurance, and pharmacy benefits. MaineCare provides reimbursement for more than 250,000 members for a wide variety of medical, behavioral health, and medically related social services.

**Internship Title**

Future Leaders Intern

**Mentor**

Corey Ballew

**Work location**

Due to COVID-19, the majority of MaineCare is currently working remotely.

**Time Commitment**

20-40 hrs week

**Internship Description**

OMS is seeking students to join the Future Leaders program! This internship program offers a flexible, part-time work experience located in Augusta. The Future Leaders program will provide applicants with a professional, hands-on leadership experience relative to their program of study. Assigned work is project based and self-lead; students will be expected to exemplify strong critical thinking and time-management skills. Each position will be tailored to promising candidates and will comprise of meaningful work, resulting in a real impact throughout the State. The program also affords students the opportunity to work with other program peers on a meaningful group project that will be presented to senior leadership at the end of the term. This program runs during Spring, Summer and Fall semesters with students working either part or full-time. Compensation is based on student's level of education.

**Knowledge, Skills, Abilities and Qualifications**

Required:

- Enrolled in an accredited college degree program – minimum 30 credits completed
- Demonstrates leadership abilities
- Interest in state government
- Strong analytical and critical thinking skills
- Proficient in Microsoft Office
- Ability to independently and collaboratively prioritize, drive results, and meet deadlines
- Excellent written and interpersonal skills
- Ability to plan work and manage time effectively

**Rate of Pay**

\$15/hr