

- SUMMER INTERNSHIP OPPORTUNITY -

EMPLOYER:

[HealthReach Community Health Centers](#)

- A registered 501(c)(3) non-profit organization.
- A network of 12 local community health centers ([FQHCs](#)).

WORK SITE:

Central Administration
10 Water Street, Suite 305
Waterville, ME, 04901

CONTACT:

Ed Molleo
Director of Communications & Outreach
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SUMMARY:

HealthReach is seeking a **Communications & Outreach Intern (PAID) for the Summer of 2022**. This is a 40hr/wk paid internship. Start- and end-dates are negotiable, with preference given to applicants that can start earlier in June and stay for at least 10 weeks. Have a question or unaddressed need? Ask us!

BACKGROUND:

HealthReach is a non-profit network of Community Health Centers, with [12 locations operating across Central and Western Maine](#). While our mission is straightforward, our messaging is important and truly matters to the livelihoods of those we serve. We support some of the most rural residents of Maine – and visitors to our region – in accessing local, affordable, and convenient healthcare to address their physical, dental, and behavioral care needs.

POSITION DETAILS:

The Communications & Outreach Intern will assist with implementation of the Communications Plan to support HealthReach's mission: to provide high quality primary care in medically underserved areas. The intern's work exists at the intersection of communications and healthcare, and applicants with an avid interest in either or both of these subject areas will find value in this opportunity! Awareness and knowledge around issues of health equity, cultural competency, and communications accessibility will be tremendous assets.

Duties include facilitating internal publications, external publications, and supporting other communications needs. Excitingly, the intern is expected to be onsite for the redesign and relaunch of our website facilitated by a 3rd party service provider – a significant undertaking that has been years in the making. Some examples of our Communications Team's work products – to give you an idea of typical day-to-day projects – can be found at the following links:

- Health Tips - <http://www.HealthReach.org/HealthTips.aspx>
- eNewsletters - <http://www.HealthReach.org/NewsLetters.aspx>
- Press Releases - <http://www.HealthReach.org/PressRoom.aspx>

The Director and team members will endeavor to work with the candidate to both understand and accommodate academic and personal interests when parsing out project and task assignments – this opportunity is partially customizable to your own needs! Other employers may view interns as providers of menial labor; at HealthReach, we strive to form a partnership with you so that everybody comes out ahead. We value your voice – let’s start the conversation!

PREFERRED CANDIDATE TRAITS

- Skilled in writing, communications, multimedia content management, website design, or similar.
- Interested in the broad topics of Health and Communications.
- Familiar with Outlook, SharePoint, Teams. Content Management Systems (CMS) awareness is an asset.
- We hire for attitude, and are willing to train the right candidate in any specific items mentioned above.
- Available beginning in early-to-mid June 2022, for a duration of at least 10wks.

Applications are being accepted until a suitable candidate is found, and should include both a resume and contact information for three references. A cover letter is optional, but preferred. The first round of applicants will be reviewed beginning on Monday, 18 April – please apply sooner than later for full consideration!

This internship is paid, but is not eligible for other benefits at this time. EOE