



**Healthy Communities Intern
Special Olympics Kansas
5280 Foxridge Drive, Mission, KS 66202**

Description:

Special Olympics Kansas has on-going opening(s) in the Healthy Athletes Department. Position(s) will assist with program and event logistics, volunteer management and data collection and reporting. SOKS will work with student to develop a schedule that accommodates the intern's time with classes and employment. Internship location is in Mission, KS. This position is under the direction of the Vice President of Health and Community Outreach.

Responsibilities:

Interns will assist with health screenings and programs and building partnerships. This may include, but is not limited to building resource information, assisting with events and programs and social networking assistance.

PROJECT DUTIES MAY INCLUDE:

- Acquiring local resources
- Education related to program
- Assisting with screening events to include, but not limited to, logistics and volunteers
- Assisting in building partnership relationships
- Monitoring, data collecting and reporting of programs
- Assist in the building and managing of a local volunteer team
- Administrative duties

Minimum Qualifications:

Ideal candidate will be pursuing a degree in a health related field (examples include: nursing, public health, nutrition, etc). Must be motivated, able to work independently, possess great interpersonal skills, be creative, possess reliable transportation, have a valid driver's license, be flexible and able to represent the organization in a professional manner. SOKS will help the intern develop a schedule that works with their classes and/or employment.

Preferred Qualifications:

Senior or Masters student status preferred. Health promotion, event planning, and great independent and organizational skills.

Instructions: Those interested in this position should send a cover letter and resume via mail, fax or email to Chris Burt, Vice President of Health and Community Outreach at burtc@kssso.org or the address below. For additional information call 913.236.9290 ext. 107. Learn more about Special Olympics Kansas at www.kssso.org.