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| Position Title | Community Health Intern |
| Organization | Gads Hill Center |
| Department | Community Programs |
| Address | 1919 West Cullerton |
| Supervisor Name | Kari Kraus, Associate Director of Programs |
| Supervisor Contact | 312-226-0963, x 296 ; [kkraus@gadshillcenter.org](mailto:kkraus@gadshillcenter.org) |

**TERMS OF EMPLOYMENT**

1. **BACKGROUND CHECKS:** This position requires the following background checks.
   1. Gads Hill Center requires all paid and volunteer staff to pass a background check prior to employment
2. **ELIGIBILITY**
   1. Be a currently enrolled, undergraduate student who will be returning to college as a full-time (12 credit hours) sophomore, junior or senior in the fall of 2018.
   2. Submit written enrollment verification from their college or university confirming the student’s enrollment status to Campus Compact.
   3. Ability to pass a background check
3. **WORK SCHEDULE & CONDITIONS**
   1. This full time (35 hours per week) position.
   2. This position is not eligible for sick, vacation, and holiday leave during employment.
   3. May involve local travel for community workshops and PlayStreets events
4. **BENEFITS**
   1. SALARY. The individual shall receive a $3,000-3,500 salary (depending on location) distributed bi-weekly in equal amounts for the duration of employment.
   2. PROFESSIONAL DEVELOPMENT. Campus Compact will provide an in-person orientation and three professional development opportunities to the employee.
5. **EVALUATIONS**
   1. The employee will receive an evaluation of their performance at the end of their employment from their direct supervisor. The evaluation also includes a self-evaluation and program evaluation.

**RESPONSIBILITIES**

1. **POSITION PURPOSE**
   1. The Community Health Intern is a paid internship supported by Tyson Foods and Campus Compact, who supports implementation of Gads Hill Center’s community health initiatives and program recruitment strategy.
   2. Under the guidance of the Community Programs Specialist, the individual will support implementation of the Healthy Moves program which builds community capacity and leadership skills through four pillars of the program, nutrition, physical activity, mental wellness, financial wellness and civic engagement.
   3. The position will also support Gads Hill Center’s PlayStreets initiative during the summer months which temporarily transforms public streets into places for children and adults to engage in physical activity. PlayStreets is funded and directed under Chicago Department of Public Health.
2. **DUTIES**
   1. Assists in recruitment, training and support of a network of adult health promoters from agency programs, partner schools and other collaborative partners.
   2. Supports consistent communication and partnership development with health promoters and PlayStreet collaborators such as Chicago Department of Public Health, World Sport Chicago, and community based organizations (CBOs) partners.
   3. Assists scheduling Healthy Moves workshop, SNAP/ACA outreach, and PlayStreet events to meet project requirements.
   4. As needed, leads workshops, outreach, and event delivery to fill in for absent contractors.
   5. Provides support to health promoters in identifying outreach opportunities, workshops and cohort meetings. Ensures that contracted outreach targets are met.
   6. Enters required data into ETO database and supports in the creation, modification, and collection of evaluation and assessment data for health related programs.
   7. Participates in ACA and SNAP education, outreach and enrollment activities.
   8. Maintain inventory of project materials and distribute to contractors and program staff as needed
   9. Identify challenges that affect community health outcomes
3. **COMMUNITY IMPACT**
   1. The Community Health Intern will help bolster recruitment for the Healthy Moves program, which gives isolated Latino communities access to critical health and nutrition education and other resource, such as linking families to public benefits (SNAP, ACA, etc.)
   2. The Community Health Intern will strengthen partnerships with PlayStreet community based organizations and community resources in efforts to promote safe physical play for Chicago residents in the North and West service regions.

**QUALIFICATIONS**

1. Marketing, advocacy, health, or outreach experience preferred.
2. Previous direct service experience with low-income families preferred.
3. Bilingual (Spanish/English) preferred
4. Excellent interpersonal communication and organization skills.
5. A passion for the mission of Gads Hill Center

**LEARNING OBJECTIVES**

1. **CAREER DEVELOPMENT**
   1. The Community Health Intern will gain critical real-life skills related to managing community programs.
   2. This individual will gain first-hand experience working in a nonprofit environment, and gain exposure to nonprofit dynamics through collaboration with other community agencies.
   3. This individual will quickly become an expert in community engagement, program recruitment, and marketing.
2. **SKILL DEVELOPMENT**
   1. The Community Health Intern will learn how to network and partner with other community resources, and how to leverage these partnerships for the betterment of program participants.
   2. This individual will learn how to plan and lead workshops, and gain skills in project management, time management, and team dynamics.
3. **PERSONAL GROWTH AND DEVELOPMENT**
   1. The Community Health Intern will gain cultural competency by working with Latino populations in their home communities
   2. This individual will gain self-confidence and personal initiative through coordinating and leading community health workshops.
   3. This individual will gain exposure to an array of diverse Chicago communities, where the student may not otherwise have a reason to explore.

**SIGNATURE (this will be signed at the point of employment with the student)**

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| **Employee Name** | **Supervisor Name** |
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| **Employee Signature** | **Supervisor Signature** |
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| **Signature Date** | **Signature Date** |