



INTERNSHIP TITLE: Area Agency on Aging Pasco/Pinellas Outreach Intern

INTERNSHIP STATUS: Part Time, Voluntary (Non-Paying Position)

INTERNSHIP SUMMARY: The Outreach Intern will assist in the planning, coordinating, and provision of outreach events for our elders, caregivers, and disabled residents.

INTERNSHIP OPPORTUNITIES INCLUDE:

- Represents the Agency at community events and provides outreach and education to civic groups, churches, senior centers, and individuals regarding Area Agency on Aging programs and resources.
- Responsible for planning, scheduling, and executing community outreach events, targeted outreach activities including delivering stand-up presentations to public audiences, virtual meetings and/or meeting with clients one on one.
- Shadows various functions and departments within the Area Agency on Aging to understand the network of social services and supports available to local seniors.
- Keeps track of outreach inventory and orders new stock with partnering vendors accordingly.
- Assists with the concept, project management, and implementation of outreach strategies.
- Refers clients to appropriate community resource agencies.
- Performs related tasks as assigned or required.

INTERNSHIP SPECIFIC REQUIREMENTS:

- Collaborates with Director of Outreach, Executive Director and other Department heads as required.
- Attends events/meetings as necessary.
- Current Florida driver's license and auto insurance with access to reliable transportation.
- This offer is contingent upon a Level II background check.

For full details on how to apply contact:

Jillian Rose, Director of Outreach

Email: Jillian.Rose@aaapp.org

Phone: 727-570-9696 Ext. 210