

# LOOKING FOR A INTERNSHIP?

This position will assist with the Produce for Better Health program, being the first priority, while also assisting with Agency on Aging, which focuses on the elderly and disabled populations by providing them resources for independent living.

## RESPONSIBILITIES

### Produce for Better Health

- Collecting supplies and produce for deliveries
- Weekly/Bi-weekly produce deliveries to congregate meal sites
- Conducting weight and BP checks and completing monthly report forms
- Data entry of reports
- Communicating with site directors on program logistics
- Seeking community partnerships and creating supplementing program materials such as food prep education
- Other project duties as assigned

### Area 15 Agency on Aging

- Assisting with department task
- Conducting referral calls utilizing questionnaire and resources guides
- Shadowing/Assisting with case manager home visits
- Other duties as assigned

## REQUIREMENTS

- Reliable transportation with minimal liability insurance
- Enrolled in classes at an accredited University/College
- Or interest in Social Services job experience
- Good written and verbal communication skills

## BENEFITS OFFERED

- Part-time/full-time position availability
- Paid, amount dependent on experience (\$11 to \$13 per hour)
- Fun working environment

If you are interested in this position, please email Michael with your resume.

[medwards@hoosieruplands.org](mailto:medwards@hoosieruplands.org)

We look forward to hearing from you!

