

**Health Intern**

*Nashville International Center for Empowerment, established in 2005, is a nonprofit 501(c)(3) community-based organization dedicated to ensuring refugees and immigrants achieve their full potential now and for generations to come.*

**Title of Position**:Health Intern

**Purpose:** The Health Intern will primarily support intensive case management, health education, and mental health care coordination services for vulnerable refugee and immigrant populations; and will also help carry out projects related to refugee health and wellness**.**

**Commitment:** Minimum of 15 - 30 hours per week; specific schedule to be negotiated with supervisor.

**Duties:**

* Demonstrate knowledge of the refugee resettlement process; local and national stakeholders in refugee health services; and the barriers that refugees may experience while interacting with government entities, healthcare organizations, and social work professionals.
* Achieve fluency in intensive case management procedures such as client intake, documentation of referrals, streamlining referral processes, and case closure
* Analyse intake forms, progress forms, and exit forms across all NICE programs for opportunities for mental health referrals and tracking holistic wellbeing outcomes
* Create exit interviews with mental health related information
* Support the compilation of diaspora community connections / networking into a usable resource for NICE staff
* Provide needs assessments of diaspora communities capacity for mental health related information/referrals
* Implement Nashville-Neighbours style program of health-education for higher need clients with chronic disease (asthma, diabetes, etc)
* Streamline administrative needs for health education (health care navigation and maternal health)
* Create and implement organizational/administrative tools for health education service provisions (organizing partner lists, event calendar organization, etc)
* Receive thorough feedback from program managers
* Other duties as assigned

**Requirements:**

* Excellent written and oral English proficiency
* Advanced computer and typing skills
* Reliable transportation
* Commitment to adhering to agreed-upon schedule

**Preferences:** Activities for the program will be completed at the NICE office. Specific modifications can be made in discussion with the Director of Health.

**Location:**  417 Welshwood Dr., Nashville, TN 37211

**Supervisor:** This position reports to the Director of Health

To apply, please fill out the Internship Application, and direct any questions to the Volunteer & Training Coordinator at volunteer@empowernashville.org.