



**Spring 2023**  
**January 30th - May 12th**

### **INTERNSHIP JOB DESCRIPTION**

Put your time, enthusiasm, and creativity to work helping to promote better mental health for youth! Applications accepted on a rolling basis now through January 15th, 2023.

The Youth Mental Health Project is a nonprofit organization whose mission is to educate, empower, and support families and communities to better understand and care for the mental health of our youth. We envision a world made up of informed families and caring communities that realize and strengthen the mental health of our youth — a world where people are just as aware of their mental health as their physical health, where families are validated and able to readily access the care they need.

The Youth Mental Health Project is offering multiple internship opportunities for the fall semester for high school students, college students, and those pursuing graduate degrees and who are motivated to reduce the blame, shame, and misunderstanding about mental health and to work for change.

#### **Program & Outreach (2 Interns needed)**

Responsibilities include, but are not limited to, providing research and support for community outreach initiatives; strengthening existing partnerships with local community agencies (e.g., school guidance departments) and seeking out new ones; and collecting stories from children and families who have battled mental health challenges.

- Revitalize Social Media in Parent Support Network groups
  - Polls/questions through social
- Program Evaluation
  - Organize focus groups for PSN
  - Assist in collecting and analyzing PSN survey data
- Webinar Programming
  - Research potential speakers, assist with post webinar action items (show notes, subtitles, follow up, etc)

#### **Communications & Engagement (1 intern)**

Responsibilities include, but are not limited to, supporting staff with social media, e-mails, marketing of events and programs, newsletters, flyers, etc); developing innovative ways to expand our social media follower base; and creating focused awareness campaigns as directed by supervisors.

- Canva/Video Content/Partnership Engagement

### **Fundraising/Development (1)**

Responsibilities include, but are not limited to, assisting with fundraising initiatives; assisting with partnership development, help research grant and foundation funding sources and help develop materials needed for grant applications.

### **QUALIFICATIONS:**

- Professional, motivated, creative, energetic, self-starter
- Excellent communication skills
- Strong writing, grammar and proofreading skills
- Desire to make a positive impact on the mental health community
- Ability to work independently with indirect supervision in a busy environment
- Strong knowledge of social media / video content creation
- Basic knowledge of Microsoft Office
- Organized, flexible, and patient

Candidates must have their own computer/laptop and appropriate related software/hardware.

**Days and hours are flexible, but an ideal candidate would work 10 to 15 hours per week; schedule is negotiable. Remote work. Minimum of one full semester commitment requested. Position is unpaid.**

To apply for this position, please submit your application **and** send your resume with a cover letter to [a.khalil@ymhproject.org](mailto:a.khalil@ymhproject.org).

[The application can be found here.](#)

The Youth Mental Health Project™ does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.