Internship Job Description 2017
Massachusetts Rural Domestic and Sexual Violence Project
Massachusetts Department of Public Health

The Massachusetts Rural Domestic and Sexual Violence Project (MRDSVP) is looking for a student intern for the fall 2017 semester (may extend to the spring 2018 semester pending grant funding). The MRDSVP is a federally funded program that partners with community based agencies in western Massachusetts to provide services to rural survivors of domestic and sexual violence in 79 communities in Massachusetts and offers comprehensive violence prevention education and training to providers and the public in order to raise awareness and effectively respond to these issues in these communities.

The Internship available would assist the Project in the following activities:

1. **Supporting the efforts of the Project’s Economic Security Initiative**

   The Economic Security for Survivors of Domestic and Sexual Violence Initiative is designed to identify and develop strategies to build economic resources for survivors in rural communities of Massachusetts. Duties may include:

   - Updating and maintaining the Economic Security for Survivors website and resource guides.
   - Assisting with educational activities organized by the initiative including but not limited to the design of economic security webinars for advocates and others working in the field of domestic and sexual violence prevention and intervention.

2. **Supporting overall data entry and maintenance for Project activities**, which involves tracking and entering data on direct services and community education activities provided by our project partners.

   Ideal candidates should have strong communication and organizational skills, ability to write clearly and concisely, website development and maintenance experience, facility with current technology, and proficiency in Microsoft Office. Knowledge/experience in sexual assault and/or domestic violence prevention education and/or social justice education and community organizing preferred. Interns are required to be earning academic credit through their educational institution to participate in this internship. There is no compensation.

   The internship will be based at the Western Regional Health Office of the Massachusetts Department of Public Health in Northampton beginning September 2017 for approximately 6-10 hours per week (negotiable.) DPH will provide supervision. This internship would be an excellent opportunity for someone interested in health policy and community health education.
To apply, please send a resume and letter of interest to: Barbara Russell, Program Coordinator, Massachusetts Rural Domestic and Sexual Violence Project, Massachusetts Department of Public Health, by email: Barbara.Russell@state.ma.us or fax to 413-784-1037.

Applicant review will begin on August 30, 2017 and continue until the position is filled.

Barbara Russell
Program Coordinator
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