

**Intern, Partnerships
Partnership for a Healthier America
Washington, DC**

Background

Partnership for a Healthier America's (PHA) mission is to leverage the power of the private sector to bring lasting systemic changes that improve the food supply and increase physical activity. This work will help us achieve our goal of helping all children, especially those disproportionately affected, live healthier lives and grow up to be adults free from obesity, diabetes, heart disease, and other chronic conditions.

PHA is looking for a Partnerships team intern to help us bring this mission to life.

Internship Description

This internship position will assist the Partnerships team in building, sustaining and celebrating strong partnerships in food and nutrition and physical activity. The intern will contribute to ongoing projects and programming involving PHA's existing initiatives with college campuses, food banks, and convenience and corner stores, as well as be part of the phased development of potential new partnership work streams.

This internship experience will offer interns an inside look at how PHA brokers and maintains partnerships with companies to help all children live healthier lives. Additionally, interns will be exposed to a variety of stakeholders involved in the work, and offered opportunities to attend internal and external meetings.

Specifically, this internship position will:

- Collaborate with Partnerships team to conduct research on assigned topics that may inform commitment or initiative development
- Compile and synthesize data to prepare draft material for literature reviews, reports, and/or proposals
- Gather data to help develop best practices for PHA Initiatives
- Assist in the development of written and presentation materials designed to disseminate results of projects
- Collect product nutrition information from online sources as needed and analyze using PHA's online healthier product calculator
- Utilize PHA's Healthy Equity Lens Tool to analyze the impact of current commitments
- Participate in internal strategy brainstorms with the broader PHA staff
- Identify and summarize relevant research articles for internal quarterly research highlights
- Provide general administrative support
- Utilize PHA's Customer Relationship Management (CRM) platform to run reports, input data, and support partnerships team as needed

Minimum Qualifications:

- In progress or completed bachelor's degree in public health or a related field.
Note: Current enrollment in master's degree program in public health, nutrition communication or related field is preferred
- Ability to work a minimum of 20 - 24 hours/week in the PHA office, from June (flexible start date) through August (flexible end date)
- Excellent verbal, interpersonal and written communication skills in English; ability to write and present data and information in a compelling way to different audiences
- General knowledge of childhood obesity and its contributing factors
- Strong time management and organizational skills; demonstrated ability to work well independently and in teams
- Track record of being able to produce work in a timely manner and with flexibility when necessary to adapt to changing work conditions
- Ability to read carefully, follow directions and attend to detail
- Proficiency in MS Word, Excel and PowerPoint
- Savvy Internet research skills as well as a willingness to use print materials and telephone skills for extended research

If interested, please email a cover letter, resume, and writing sample (no more than 2 pages) to jobs@healthieramerica.org. Please include "**Partnership Intern Summer 2018**" in the subject line.