



Hospital Sisters Mission Outreach

Contact: Jill Hawkins, Volunteer Associate

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Placement classification: Volunteer Training and Recruitment Intern

Job Description: part time, will develop and initiate volunteer recruitment strategies, as well as track volunteer statistics, train new volunteers and assist in data entry. Intern will arrange to give presentations with schools, businesses, clubs and organizations to increase interest in volunteering and raise awareness about Mission Outreach. Time will also be spent scheduling and leading tours of the Mission Outreach sort room and warehouse.

Agency Description: Hospital Sisters Mission Outreach is a non-profit organization which specializes in the recovery and responsible redistribution of surplus medical supplies and equipment. We partner with 45 hospitals and various clinics, primarily in Illinois and Wisconsin. Our purpose is two-fold:

1. provide hospitals/clinics in the United States an environmentally-friendly way to dispose of quality equipment and supplies that they no longer need
2. meet the medical needs of hospitals and clinics, located in some of the most poverty-stricken areas of the world as they work to meet the medical needs of the underprivileged.

Learning Experience: This will be an opportunity for the right person to gain knowledge and first-hand experience in the areas of communications, leadership, and planning/organizing. In addition, the intern will understand the workings of non-profit organizations.

Number of hours needed: Ten hours per week minimum for 16 weeks. Prefer student to work over the span of two semesters for a total of 300 hundred hours. (Can earn 3 credit hours each semester.)

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