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 61 hospitals and 18 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.

Internship Opportunities

Students are welcome to apply for one or more internship areas per term

Disposal Standards

Need: HSMO has a focus on ecology that requires compliance with emerging standards in disposal of chemicals and other materials. An electronic handbook with instructions for regular updates would assist HSMO in understanding and implementing the most current standards

Activities: Identify best sources of information. Collect relevant information and load into an electronic handbook. Create staff volunteer training.

Academic interest: Ecology or individual with general research skills

Time commitment: 3 hrs per week

Location: Springfield, IL

Service & Operation Manuals

Need: Hospital Sisters Mission Outreach (HSMO) is committed to enhancing effective utilization and maintenance of medical devices and equipment donated to clinics and hospitals in the developing world. Toward that end, HSMO has identified provision of up-to-date instruction and repair manuals as a necessary service.
Activities: Interns working on this project will locate, download, catalog and create duplicate copies of the most current manuals for devices and equipment identified as high need.
Academic interest: Technology
Time commitment: 8 hrs per week
Location: Springfield

Inventory Catalog

Need: HSMO’s online inventory is limited to brief product descriptions. Mission partners in other countries requested product pictures to ensure orders that meet the needs of their hospital/clinic.
Activities: Photograph supplies, devices and equipment and add pictures to online inventory; develop electronic filing system for photos.
Academic interest: Marketing, design
Time commitment: 12 hrs per week
Location: Springfield, IL

WAREHOUSE LOGISTICS & PRODUCT DISTRIBUTION – 5-25 hrs/week

Need: HSMO is looking for a physically fit individual to help process warehouse donations (equipment, exam tables, medical carts) by weighing and entering product info. into online database. Ability to drive a forklift and/or semi a plus

Activities: Receiving supplies into warehouse, researching online pricing & product info., tracking donations, maintaining product movement in warehouse and online inventory. Transporting product (certified)
Academic Interest: Warehouse management, Logistics, Materials Management & Supply Distribution
Time Commitment: 5 – 25 hours/week (flexible based on student’s hourly need)
Location: Springfield, IL

We welcome any questions you may have about internships opportunities at Mission Outreach. Call or e-mail Jill at 525-8843 or jwright@mission-outreach.org