Health Communications and Events Intern

**Job Title:** Health Communications and Events Intern  
**Location:** Madison Fields: 21355 Big Woods Rd. Dickerson, MD. 20842  
**Dates of Position:** August 30th-December 3rd (Dates are flexible)  
**Time Commitment:** 10+ weeks, 12 hours per week  
**Stipend:** Work-Study or Unpaid  
**Supervisor:** Jane O. Smith, Project Director, jsmith@MadisonFields.org

The New Day Project is a farm-inspired approach to well-being through retreats and special events at Madison Fields, a 400-acre farm in Dickerson, MD (located in the Agricultural Reserve). Stress and burnout are challenges our visitors face, and we strive to help them disconnect through simple pleasures at the farm. Guests enjoy the pastoral scenery, the charming animals, farm-inspired activities and our bountiful garden with light facilitation and guidance from talented staff and volunteers. Priority groups include healthcare workers, teachers, emergency response personnel, caregivers, veterans, people living with cancer and others who are seeking a nature-based refuge that offers comfort, inspiration, and support.

**Summary of Position:**  
Assist in preparing collateral that explains the uniqueness of healing and growth through The New Day Project for various audiences * Collaborate and support research, program development and execution of initiatives * Identify and curate “before and after” stories to share with employers and community groups * Participate in on-site retreats and special events with staff and volunteers * Engage in community outreach activities to build awareness of The New Day Project and its benefits * Will work independently and with a team on a variety of projects virtually and in-person (in compliance with county COVID-19 guidelines)

**Qualifications:**  
- College student or a recent graduate  
- Interest in communications, outreach, public health and personal well-being  
- Excellent interpersonal skills  
- Excellent writing skills  
- Proficient in Microsoft, Excel and Google Drive  
- Experience with social media  
- Interest in storytelling to build healthy people and communities

**Duties:**  
- Provide on-site support for employee wellness retreats and special events at the farm. May include conducting nature walks, co-facilitating conversations, welcoming guests,
setting up rooms/venue, leading easy self-care and mindfulness activities, and occasional housekeeping support at the Milk Parlor, which serves as the base for The New Day Project (e.g. sweeping porches, arranging furniture, wiping down tables, directing parking).

- Identify wellness-focused content and opportunities that encourage whole person balance.
- Plan and host MHAF intern fall gathering at the farm (7-8 students). Includes planning a “healthy habits” theme and managing activities, food, and invitations for this half-day “meet and greet.”
- Plan and host a special retreat at the farm to encourage resilience, self-compassion and self-care. Soft market research will be conducted to maximize impact for a specific demographic. Includes creating theme, content and invitation, acquiring supplies and donations, promoting event via social media and co-facilitating the retreat.
- Create and/or update communications collateral to reinforce healthy lifestyles through the lenses of farming and agriculture, e.g. our resource packet, registration packet, Instagram feed, fact sheet, and related materials for specific audiences.

Reports to the Project Director

Benefits:
- Develop a portfolio of collateral and events that focuses on well-being and public health
- Learn about farm-based assets and activities through hands-on experiences
- Strengthen communications skills as a facilitator, guide, writer and organizer
- Expand professional network by connecting with sponsors, volunteers, participants, staff and community members
- Demonstrate leadership skills as an advocate and presenter (on-line and in person)

NOTE: This internship offers real-world experiences that will build your resume and reference lists, expand your horizons about wellness-related issues and professions, and enhance compassion for yourself and for those you care about in fun and meaningful ways.

Internships are unpaid or through work-study. Interns will work at least 12 hours per week.

Next Steps:
Please send a resume to jsmith@madisonfields.org with a brief paragraph about why you would be perfect for this position!