



Help Me Grow Utah

Internship Description: Outreach Intern

Program Description: Help Me Grow Utah (HMGU) is a free statewide family information line designed to promote the optimal development of young children by:

- linking families to information and community resources related to child development and parenting
- providing personalized care coordination
- and creating and facilitating partnerships within the community to improve the availability and quality of services for families.

Position Description and Responsibilities: The Community Outreach Intern works with our Utah County Community Liaison and have the opportunity to focus on continuing the spread of Help Me Grow throughout the state through outreach, collection of resources, and building of partnerships.

Responsibilities Include:

1. Work closely with the Community Liaison to plan and attend outreach events for families, service providers and physicians.
2. Become proficient in the explanation of the Help Me Grow model.
3. Help with the gathering and organizing of resources in the community.
4. Plan and organize activity kits and volunteer work.
5. Contribute to the furthering of partnerships between Help Me Grow and community partners.
6. Help in the creation outreach plans for new avenues.
7. Along with the Help Me Grow team, use knowledge base to provide input and direction for outreach efforts in the community.

Minimum Requirements:

- Passion to help families and children
- Strong communication skills, both verbal and written
- Event planning and community outreach skills
- Willing to take initiatives on projects
- Spanish speaking abilities preferable, but not necessary
- Great organizational skills and attention to detail
- Ability to participate in collaborative teamwork among staff, interns and other volunteers

Benefits and Compensation: This is a volunteer internship position.



Work Schedule: Must commit to a minimum of 15 hours a week. Flexible scheduling available.
Position based in Provo, UT. Start date is flexible.

To Apply: Visit our website. <https://helpmegrowutah.org/who-we-are/get-involved>