



cmmb

Volunteer Opportunities Internships



Internships

CMMB is seeking undergraduate and graduate students, who can intern for a minimum of 150 hours (flexible), and support in the following internship positions.

- **Finance:** financial analysis and accounting support.
- **Human Resources:** recruitment screening calls, new hire onboarding, benefit research and outreach, compliance and financial related tasks.
- **Marketing and Communications:** social media, website, blogging, storytelling, content production, newsletters, mailings, outreach, events, graphic design, and database analysis.
- **Medical Donations Program:** data entry, analysis and processing, consignee research, report generation, and systems streamlining.
- **Monitoring and Evaluation:** data entry, analysis and processing, report generation and systems streamlining, and transition to new technology.

Volunteer and Make a Difference

We know that improved health means improved lives. Volunteers have an opportunity to strengthen and support communities through healthcare programs and other initiatives while building a longstanding legacy.

Apply Today

Donate your time and expertise as a volunteer by applying today. Please visit cmmb.org/volunteer to learn more and to start your online application.

- **Programs:** educational materials development, technical recommendations, policy development, and program development.
- **Research:** generally project specific, programmatic based research focused in women's and children's health and development, producing reports and white papers.
- **Resource Mobilization and Partnerships:** donor reporting, proposal writing, individual donor communication, prospect research, partnerships support, budget, and country office liaison.
- **Translation:** translation of reports and training materials to/from Spanish, French, Haitian Creole.
- **Volunteer Program:** outreach, recruitment, volunteer engagement and communications, administrative support, content production, travel planning, pre-departure orientation and preparations.



Internship Opportunities

General Information

Application Process

Please visit cmmb.org/internships to start your online application. We will review your application and schedule a personal interview if your background and skill set meet our needs. We encourage New York-based undergraduate and graduate students to apply for our internship opportunities.

Requirements

- A commitment to CMMB's mission, vision, and values
- Familiarity and interest in global health issues, especially maternal and child health
- Ability to work collaboratively and professionally
- Problem solver, able to identify needs, and develop solutions
- Effective and professional communication skills
- Ability to be flexible and prioritize projects and tasks effectively
- Relevant degree or coursework related to internship placement
- Meet minimum intern service commitment of 150 hours (e.g. 2 days/week for 3 months, 4 days/week for 1.5 months)

Internship Benefits

- Hands-on professional experience
- Flexible schedule
- Networking opportunities
- College/university credit available
- Transport allowance

Extend Your Service Internationally

Graduates over the age of 21 can continue their service internationally for a minimum of 3 months as a global health volunteer in Haiti, Kenya, Peru, and Zambia. Please visit cmmb.org/volunteer-opportunities for more information.

Remote and Education Opportunities

Opportunities are also available for remote work on capacity building and staff development initiatives, in addition to program support and experienced professionals for project-based service. Learn more at cmmb.org/remote-volunteering.



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100 Wall Street, Floor 9
New York, NY 10005



cmmb.org/volunteer



volunteer@cmmb.org



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