



ALLIED HEALTH GROUP



2012 INTERNSHIP: MARKETING, EVENT PLANNING AND SOCIAL MEDIA

The Person

A bright and enthusiastic individual seeking to gain real-world insight into the business development and marketing function of an established healthcare clinic.

Hours

12-15 hours per week. Typically 3 days per week. Schedule is negotiable.

Compensation

Internship position is not compensated, but any required or necessary paperwork will be completed to provide college credits.

Supervisor

Director of Marketing and Communications

Program Eligibility & Submission

- Students interested in the field of marketing, communications, or healthcare
- Cumulative GPA of 2.0 or above
- Web design/graphic design/video editing background (beneficial but not necessary)
- Complete Application
- One letter of recommendation
- Submission of requirements for internship completion/credit
- Interview with Director of Marketing and Communications

Responsibilities

- Report to work on time
- Develop press releases
- Help prepare direct mail campaigns/monthly newsletters
- Help prepare for clinic events (internal and external)
- Assist with management of social media sites (Facebook/Twitter)
- To uphold data protection regulations in accordance with HIPAA Laws
- To attend team meeting and be willing to attend other team activities as requested

Interested applicants can email Ray Rybarczyk, Director of Marketing and Communications:
ray@thespinedoctor.net. Application available online at www.thespinedoctor.net.



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Marketing Internship Application

Please complete and return to:

Ray Rybarczyk, Director of Marketing and Communications, 1603 Visa Drive, Normal, Illinois 61761 or email:
ray@thespinedoctor.net

Name:

College/University:

Year in School:

Major field of study:

GPA:

Home Address:

Phone:

Email:

Birthdate:

Why do you want this opportunity? What are you expecting to get out of this experience?

Have you previously interned anywhere, and if so where?

What extra-curricular activities/clubs are you involved with?

Are you available in the evenings?

References: (please list 2 people and their phone numbers who are not relatives)

1)

2)

Please return this application form, one letter of recommendation from a previous employer or professor and your requirements for internship credit. Internships are available year-round.

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