



Become an Intern with the American Transplant Foundation

"The leadership cares a lot about personal and professional development, and allows you to work on initiatives and projects that are specific to the skills you would like to attain. As an MBA student, I was most intrigued by the financial aspects of running a non-profit business and how funding is generated for events and programs, like the Patient Assistance Program. Working primarily on the Team Transplant initiative and helping with event budgeting gave me a much deeper understanding than I expected."

-Jenna, ATF Intern

Why join our team as an intern?

- Your leadership will literally save lives!
- We make you feel like part of a team. We are a community of transplant patients, donor families, living donors, health professionals, and committed community members. Meeting amazing people at events is one of the top perks!
- You will increase awareness for the critical need for organ donation, while helping our team provide support for vulnerable transplant patients and their families.
- American Transplant Foundation is growing rapidly, in part due to growing interest nationwide for supporting living organ donation. As a part of this growth, you have the opportunity to engage the local and national transplant community through our many events and outreach projects!
- Increase an array of skills that will help you achieve your educational and career goals.

American Transplant Foundation Mission and Purpose

American Transplant Foundation is a dynamic, energetic, fast paced nonprofit that works to reduce the growing list of men, women and children who are awaiting a lifesaving transplant. We are currently seeking a dynamic, self-starter that can help increase the impact of our efforts. An internship with the Foundation is a way to gain valuable professional work experience, learn a wide range of skill sets, and further our lifesaving mission.

To hear from our past interns, visit

[http://www.americantransplantfoundation.org/about/internship-career/.](http://www.americantransplantfoundation.org/about/internship-career/)

Patient Relations Internship

Date of Internship: Internships generally run a semester in length, but we can extend them depending on intern preferences. Start and end dates are flexible.

Overview: Our Patient Relations Intern will gain professional and personal communication skills through patient and medical center outreach. They will work directly with our Patient Assistance and 1+1=LIFE Mentorship Programs, allowing them to speak directly to transplant center staff as well as one-on-one with patients. The Patient Relations Intern will learn about individual's transplant journeys, their experience with our foundation as well determine how we can better serve the transplant community. They will also get to exercise their creativity by developing strategies to maximize use of patient testimonials. This internship is a great opportunity to increase experience and improve an array of skills!

Responsibilities:

- Assist in executing the team's plans for patient outreach, engagement and testimonial collection;
- Perform monthly patient follow up calls, and testimonial outreach;
- Provide suggestions for creative use of testimonials;
- Manage patient and client contact information;
- Assist the Program Coordinator with Patient Assistance Program duties;
- Perform 1+1=LIFE Mentorship Program survey follow-ups;
- Develop strategies on patient engagement in Foundation's mission;
- Some event/meeting development as well as assistance at events/meetings (if applicable);
- General office duties.

Qualifications:

- Applicant must have clear and professional verbal and writing skills;
- Completed or working toward a college degree with an interest in non-profit or social work;
- Poised, pleasant and helpful demeanor;
- Self-motivated, good organizational and interpersonal skills, detail-oriented, ability to multitask, prioritize, and meet deadlines;
- Passion and enthusiasm for the mission of the American Transplant Foundation;
- Respectful with an understanding of working with confidential information;

Status: This is a part-time, 8-24 hour/week internship, and it is preferred that the intern works in the office a minimum of twice per week.

To Apply: Fill out the application on our website, AmericanTransplantFoundation.org. A resume and cover letter are required. Questions about the application process can be directed to Autumn at autumn@americantransplantfoundation.org or 303-757-0959.

Thank you for making a life-saving impact for the local and national transplant community!