



# World Pediatric Project

*Heal a Child, Change the World*

## U.S. Referrals Program Internship

**Our Mission:** World Pediatric Project (WPP) heals critically ill children and builds indigenous healthcare capacity in developing nations. WPP sends teams of volunteer pediatric specialists to partner countries to diagnose and treat critically ill children who don't have access to advanced medical resources. Additionally, WPP brings the most complex cases to partner hospitals in the U.S. for treatment. World Pediatric Project transforms communities in partner countries by empowering medical volunteers, building partnerships, and creating sustainable healthcare programs in country.

### Internship Description:

The U.S. Referrals Program Interns will work closely with World Pediatric Project's Director of Volunteers and Patient Care Coordinator in order to assist with meeting the medical and non-medical needs of the patients and families that WPP brings to Richmond for critical care. U.S. Referrals Program Interns have the unique opportunity to both interact directly with WPP patients/families in the field as well as work closely with program staff in the office. Responsibilities include but are not limited to:

- Interacting regularly with WPP families in order to identify needs/concerns and communicate them to WPP staff
- Assisting with families' daily needs: grocery store, pharmacy, calling cards, etc.
- Transporting families to medical appointments and facilitating communication between medical staff and families
- Planning and implementing enrichment activities for families and/or drives for supplies
- Providing administrative support in the office by answering phones, translating documents, coordinating travel and medical appointments, assembling orientation information for families/volunteers, etc.

### Qualifications:

- Excellent oral, written and interpersonal communication skills
- Highly detail-oriented and reliable; ability to work independently on a given task
- Strong proficiency in oral and written Spanish for translation purposes **preferred but not required**
- Sensitive to cultural/socio-economic differences and unique medical needs
- An interest in interacting with people of different cultures and in learning the inner-workings of an international NGO
- Must have a car and be willing to use it to transport families
- Must be willing to dedicate at least
  - **15 hours per week** when applying for summer
  - **10-12 hours per week** for Fall/Spring

### Unpaid

**For application information, please contact:**

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