

# Aging Careers in Georgia



## State-Level Opportunities for Fall Interns

Positions will be filled on a “rolling admissions” basis. We require two to three weeks from the date of selection to process background checks.

**Interns, explore aging careers this fall** with the [Georgia Department of Human Services, Division of Aging Services \(DAS\)](#). Selected candidates will participate in an unpaid DAS internship, learning about state-level aging administration through educational experiences and meaningful assignments involving issues research, consumer education, administration, and strategic planning. Examine trends in the aging and disability field, the structure of Georgia’s statewide network, and ways for you to prepare for a future career.

◆ **Program Dates:** Flexible

◆ **Location:** 2 Peachtree Street, NW, Atlanta 30303 (*No Free Parking Available • Accessible by MARTA*)

◆ **Days/Times:** Participants may intern at DAS, Monday-Friday. Days and times are negotiable.

◆ **Requirements:** Strong writing skills, research skills, proficiency in the use of Microsoft Word and Excel, good academic standing, demonstrated interest in issues involving older adults and people with disabilities

### Pre-Application Requirements

Submit the following materials to [CynthiaHaley.Dunn@dhs.ga.gov](mailto:CynthiaHaley.Dunn@dhs.ga.gov) no later than Aug. 24, 2018:

1. Cover Letter (*Answer the questions shown.*)
  - a. Why are you interested in exploring aging-services careers?
  - b. What experiences have you had with older adults or people with disabilities?
  - c. What do you hope to learn or do as a participant in the program?
2. Résumé
3. Description of your academic department’s (or instructor’s) requirements for internships

If your interest and experience are a potential match for our internship projects, you may be invited to formally apply and interview with DAS on a competitive basis. Candidates selected for program participation will be required to complete a criminal background check (at DAS’ expense).

## ◆ Frequently Asked Questions ◆

### **Are hands-on assignments available?**

As Georgia’s state unit on aging, DAS focuses on planning, training, and technical assistance. If you would like to intern in a direct-service capacity with older adults, we can recommend several fine organizations that could benefit from your help.

### **Will participation help me to get a job at DAS?**

No, your participation in an internship or volunteer assignment does not obligate DAS to provide you with future employment, special consideration for employment, or information about available job opportunities. If your performance is excellent, however, we would be glad to provide a reference upon request.

### **Where can I learn more about aging careers?**

Explore our website at [www.aging.ga.gov](http://www.aging.ga.gov) or visit “Careers in Aging,” developed by the Association of Gerontology in Higher Education: <https://www.aghe.org/images/aghe/ciaw/learnaboutcareersinaging.pdf>,

## Division of Aging Services Flyer Attachment

# Fall Internship Assignments

This is a sampling of opportunities available for Fall 2018. Contact us for updates.

### Interns with the Georgia DHS Division of Aging Services help to ...

Protect vulnerable adults from abuse, neglect, and exploitation. • Educate people about Medicare. • Connect older Georgians with services and support to help them live independently. • Make Georgia more capable of supporting people with dementia. • Provide a voice for residents of long-term care communities. • Advocate for the well-being and dignity of Georgia's older adults.

### ■ Livable Communities Interns (4)

#### What You Will Do:

Work alongside aging specialists, strengthening and expanding services designed for older adults and caregivers. Four exciting opportunities are available this fall:

➔ **Policy Intern:** Build your understanding of the Older Americans Act. Analyze Georgia's policies for Home and Community Based Services and compare them to ensure that they are consistent.

➔ **Senior Community Service Employment Program (SCSEP) Intern:** Perform longitudinal tracking of performance measures for this program that helps lower-income older adults achieve self-sufficiency through on-the-job training and employment opportunities.

➔ **Transportation Intern:** Tackle one of the biggest needs facing older Georgians by conducting research on transportation options such as voucher programs, volunteer driver programs, and other innovative mobility practices.

➔ **General Intern:** Conduct research on funding levels for Older Americans Act programs, and track Georgia's progress in meeting goals related to reaching underserved populations, improving transportation options, and making the state's aging network more sustainable.

#### Desired Background and Skills:

Graduate study or upper-level undergraduate major in Gerontology, Social Work, Public Health, Administration, or related fields; experience and proficiency in conducting research; classes in grant writing and/or administration; excellent communication skills; strong sense of initiative

### ■ Georgia Alzheimer's and Related Dementias State Plan Intern

#### What You Will Do:

Join the team that implements the Georgia Alzheimer's Disease & Related Dementias (GARD) State Plan. Tasks include coordinating and documenting meetings and assisting with projects within GARD work groups (i.e., Workforce Development; Service Delivery; Outreach & Partnerships; Policy; Healthcare, Research, & Data Collection; and Public Safety). This fall, you will ...

- Help roll out Georgia's new Dementia Friendly programs designed to help communities more effectively support people with dementia and their caregivers. Assist with coordinating meetings, conducting follow-up tasks, and compiling materials for project participants.
- Gather information for the GARD newsletter.
- Assist with GARD work group projects as needed by helping with research, data requests, and other tasks.

#### Desired Background and Skills:

Graduate-level study in Gerontology, Public Policy, Public Health, Social Work (macro), or similar fields of study; proficiency in Microsoft Office and Google Drive; excellent oral, written, presentation, and interpersonal communication skills; passion for improving the lives of individuals living with dementia and their caregivers