



Communications Intern #I-25-0001

Who are we?

The Association of Maternal & Child Health Programs (AMCHP) is a national resource, partner and advocate for state public health leaders and others working to improve maternal and child health public health systems. AMCHP leads and supports programs nationally to protect and promote optimal maternal and child health while lifting social determinants of health and addressing systemic and structural health equity issues.

Our mission is to advance the health of women, children, youth, families, and communities by strengthening governmental public health and deepening community partnerships through a health equity lens. AMCHP's vision centers the core values of diversity, inclusion, and honoring voices of the families and communities we and our members serve. We lead and partner with diverse stakeholders to build members' capacity to implement public health systems and practices that are centered in equity, informed by evidence, and reflect authentic partnership with the individuals, families, and communities most affected by those systems and practices. Our vision is a nation committed to the unfettered wellbeing of women, children, youth, families, and communities so that they may thrive.

About the position:

AMCHP is recruiting a communications intern to join us from February – March 2025 to support our communications efforts to promote the [2025 AMCHP Annual Conference](#). This is a paid part-time position that requires 15 - 20 hours per week. AMCHP's internship program is open to currently enrolled students in undergraduate and graduate programs. Individuals who have already graduated may also be eligible.

The Communications Intern will report to the Senior Communications Manager and will be an integral part of the Communications team, working on marketing and communications strategies for a reputable non-profit organization in the Maternal and Child Health (MCH) field.

What you'll get to do:

1. Assist in developing creative concepts to promote the 2025 AMCHP Annual Conference.
2. Develop written content and design graphic pieces about the 2025 AMCHP Annual Conference for dissemination on AMCHP's social media accounts, website, and e-newsletters.
3. Design materials related to or about the 2025 AMCHP Annual Conference, including PowerPoint slides, flyers, and one-pagers.
4. Assist in implementing the social media strategy for the 2025 AMCHP Annual

Conference.

5. Assist with posting, monitoring, and engaging AMCHP's main social media accounts on various social networks (LinkedIn, Facebook, Instagram, and X – formerly Twitter).
6. Work with cross-functional teams to brand and promote the 2025 AMCHP Annual Conference.
7. Support with other communications and marketing needs related to AMCHP.

Examples of Work:

1. Participate in meetings with various teams to brainstorm ideas to promote the 2025 AMCHP Annual Conference.
2. Write and facilitate blog posts and interviews for the AMCHP conference newsletter.
3. Draft promotional content and updates about the conference for the conference newsletter.
4. Design social media posts about the conference for AMCHP's social media accounts, LinkedIn, Facebook, Instagram, and X (formerly Twitter).
5. Schedule social media posts and monitor and engage AMCHP's main social media accounts.
6. Update AMCHP's website, including drafting content for the site, uploading new content, and creating graphics about the conference.
7. Other related activities as assigned.

You'll bring these qualifications:

Knowledge:

- Knowledge of communication and marketing strategies.
- Knowledge of digital strategies.
- Preference for a demonstrated interest in maternal and child health.

Education: At least two years in a bachelor's program or any equivalent combination of training, education, and experience that demonstrate the candidate's ability to perform the position's duties.

Skills:

- Experience creating written and visual content.
- Excellent written and verbal communication skills, including experience with proofreading, understanding, and condensing complex information into quick summaries.
- Experience using graphic design platforms, such as Canva.
- Experience with WordPress a plus.
- Proficiency in Microsoft Office (Word, Excel, Power Point, Outlook).

Abilities: Self-motivated with strong organizational skills; the ability to work effectively in a

team environment; the ability to work effectively remotely/in telework set-up; A steadfast commitment to [AMCHP's core values](#).

Other: AMCHP's office is located in Washington, DC. However, this position has the option of 100% virtual work/telework. The intern will provide support to the AMCHP Conference virtually.

Physical/Sensory Demands: We are committed to an inclusive culture that values all types of diversity, including the accommodation of a wide range of disability and related workplace needs.

Estimated Internship Duration

Start Date: Beginning of February 2025

End Date: March 31, 2025

Hours/Compensation: 15-20 hours per week. Hourly rate range: \$18 - \$20 per hour (exact dates/times can be negotiated). Note: Benefits are not provided.

Job Classification: Non-Exempt

Why Join AMCHP?

We are a dynamic, energetic team comprised of MCH subject matter experts and individuals passionate about building a nation that values and invests in the health and wellbeing of all women, children, youth, families, and communities so that they may thrive. We take specific, focused action to center anti-racism in our work and be assets for health equity and racial justice.

AMCHP is committed to creating a diverse work environment and is proud to be an equal opportunity employer. Our employment practices reflect our core values and guide us in our commitment to dismantling structural racism and rebuilding the systems that serve our communities in ways that center racial and other forms of equity. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

Interested?

Submit your resume, cover letter, and (3) references [HERE](#). Indicate #I-25-0001 Communications Intern in subject line. No phone calls, please. Please submit questions to careers@amchp.org. (E.O.E.)