



Internship Descriptions

As a Social Services Intern...

- Assist with the relocation assistance program
- Learn content management systems, including Constant Contact
- Participate in coalitions and task forces with partner agencies
- Research for the Center on Partner-Inflicted Brain Injury

As a Prevention Intern...

- Assist with prevention program planning and implementation
- Assist with prevention program evaluation and data entry
- Social media marketing for the Ohio Men's Action Network (OHMAN)
- Develop content and disseminate OHMAN Newsletter
- Participate in prevention-focused coalitions and task force meetings

As a Training Team Intern...

- Monitor compliance with the CEU system for social workers
- Assist with training planning and facilitation
- Enter and analyze training evaluation data

As a Communications Intern...

- Help grow and maintain ODVN's social media presence
- Build partnerships with outside programs
- Disseminate information, such as press releases to the media or notes on policy
- Build relationships with local and state media sources
- Build a correspondent list on Constant Contact
- Develop meaningful visuals in conjunction with the graphic designer to reach most people

As a Legal Intern...

- Attend and assist in facilitating legal outreach clinics
- Facilitate attorney communication
- Provide legal advocacy to survivors of domestic violence
- Research policy, issues related to women, poverty, and DV
- Help produce a quarterly newsletter for attorney
- Entering data related to tracking cases, demographic information, and billing

As an Administrative Intern...

- Become familiar with Nonprofit protocol and management
- Build documents that support ease of access for internal data
- Distribute newsletters, paper resources to agencies across the state
- Assist in HR document development
- Update membership data as needed