AARP Pennsylvania
Community Outreach Intern

We’re millions of members strong—the largest and “most powerful grassroots organization” around, according to Fortune magazine. Here’s your chance to take action in Pittsburgh, PA and across the state.

I. Position Responsibilities

We are excited to host an MSW intern to support AARP Pennsylvania’s community and volunteer engagement, multicultural outreach, livable communities’ portfolio, and efforts to build AARP’s political strength. Priority areas may include health security, financial resilience, and personal fulfillment for the 50+, and will be tailored based upon the student’s educational interests and needs.

The intern’s work plan will be collaboratively developed and project-based. Activities may include:

- Developing and scaling local programming
- Supporting regional coalition-building efforts
- Designing communications and collateral for public education
- Assessing volunteer teams and creating capacity-building plans for future recruitment and leadership development
- Creating local outreach and engagement experiences, with focus on multicultural audiences

II. Position Complexity, Interaction & Impact

By the end of the internship, you can expect to have gained:

- a deep and dynamic understanding of aging-related issues and social policies;
- the opportunity to build a cross-sector professional network;
- community outreach, grassroots organizing, volunteer development, and advocacy skills;
- a chance to help make systems-level change for the 50+.

This internship will be supervised by the Associate State Director for Community Outreach, based locally in Pittsburgh, PA.

III. Desired Education, Work Experience & Competencies

This position is a teleworking internship and will include local travel up to 50% of the time as well as in-person supervision. We are seeking a highly motivated self-starter who will be granted autonomy and discretion in recommending strategies and tactics to increase impact and relevance of AARP in the community. This is a coordinative role that will interact with high-profile stakeholders and assist in developing plans for key programs.

Applicants should be a 2nd year/Advanced Standing student with a Community, Organization, and Social Action (COSA) concentration. Other preferred qualifications include:

- Excellent communication, organization, multi-tasking, and presentation skills
- Ability to work independently, exercise sound judgment, and interpret and apply policies and procedures
- Ability to establish and maintain effective working relationships with staff, local organizations, and volunteers
- Ability to work well with others, lead project teams and task forces, and collaborate with internal and external stakeholders

IV. Position Description Notes

This position requires a car for work-related travel. Mileage and all other program-related expenses will be reimbursed. Please note that this is an unpaid internship.

AARP is a nonprofit, nonpartisan organization, with a membership of nearly 38 million, that helps people turn their goals and dreams into real possibilities, strengthens communities and fights for the issues that matter most to families such as healthcare, employment and income security, retirement planning, affordable utilities and protection from financial abuse.