



Organization Name:

Autism Society of Southern Arizona

Organization Background:

The Autism Society Southern Arizona (ASSA) is the leading voice and resource of the entire autism community in education, advocacy, services, research and support. We have been established since 1992. The Autism Society is committed to meaningful participation and self-determination in all aspects of life for individuals on the autism spectrum and their families. The Autism Society Southern Arizona accomplishes its ongoing mission through close collaboration with a successful network of affiliates, members and supporters as well as several local non-profits. We offer information and referrals for the autism community. We also offer programs for individuals with an autism diagnosis. Those programs include: Speaker Series educational sessions, Social Clubs for adults with autism, STEAM! Camp, Playformance Teen Meetups and Sensory Friendly Movie tickets for families.

Internship Project Title

Office assistant

Project Description:

The Autism Walk & Resource Fair is the largest autism event in Southern Arizona. It is also a great resource for families providing 75 community resource providers and has 1,500 attendees. It is ASSA's main fundraiser for the year to continue its programming efforts and support those affected by autism in Southern Arizona.

In your role as intern, you will assist with event coordination and sponsorship fulfillment. This position will involve securing donation items, possibly picking up donations, help in setting up and breaking down the event. One should expect to be exposed to how a non-profit interacts and helps a community through its fundraising efforts. You will see a community in action come together to support its mission. There are many logistics involved in organizing this event like finish line donations, speaking with sponsors, soliciting donations, keeping track of donations, setting up a resource fair, reaching out to prospects and marketing the event. It is key to be organized, on time, be willing to be part of a team and provide the best support. In this role, we can discuss how to best fit in the required hours and stay within those requirements. Supporting ASSA through this event is very much appreciated.

Internship project keywords (check all that apply). These keywords help students search for internships in our database based on their areas of interest:

☐Health Disparities

☐Public Health Preparedness

☒Collaborations with Community

☐Collaborations with University

☒Community health service

☒Physical Activity

- ☐ Substance Abuse
- ☐ Mental Health
- ☒ Access to care
- ☐ Nutrition
- ☐ Reproductive/Sexual Health
- ☐ Environmental Health
- ☐ Maternal/Infant Health
- ☐ Tobacco Use
- ☐ Injury/Violence Prevention

- ☐ Immunization
- ☐ Infectious Disease
- ☐ Oral Health
- ☒ Evaluation
- ☐ Policy Development
- ☒ Program Planning
- ☐ Data Analysis
- ☐ Other [Click or tap here to enter text.](#)

When: When do you want the work done? Check all that apply.

- ☒ Fall Semester
- ☒ Spring Semester
- ☐ Summer Term
- ☐ I want this listing to remain active indefinitely and we will accept applications from students for any upcoming semester.
- ☐ This listing is only for a specific semester/term: _____

Where:

Organization Mailing Address: 2600 N. Wyatt Drive

Address where Student will work (if different from above): [Click or tap here to enter text.](#)

☐ Check here if the student may have the option to work remotely from a site not listed above for all or part of this project.

Student Characteristics:

Looking for a student who wants to be part of a team, proactive, dedicated, respectful and willingness to be part of this organization.

Level of Expertise Needed: *Do you wish to request an MPH program intern or an undergraduate public health program intern? Note: The field-based internship for undergraduates should provide an experience that allows students to incorporate classroom learning into public health practice. Graduate student internships differ as the students should be required to apply advanced knowledge and skills to the solution of health problems. Both experiences prepare students for future employment.*

- ☐ MPH
- ☒ Undergraduate
- ☐ Either

Supervision

Brie Seward, Associate Director of the Autism Society of Southern Arizona

Completed the Maternal & Child Health Training Program for The University of Arizona

Leadership Education in Neurodevelopmental and other Related Disabilities (ArizonaLEND) program in 2018.

Compensation/Benefits

NA

Please submit resume and your information to bseward@as-az.org. My phone number is 520-770-1541.

