**<u>Site Name</u>**: Metro Health Hospital

<u>Organization Description:</u> In October of 2005, the hospital became Metro Health Hospital, anticipating the move to Metro Health Village in Wyoming, MI. The advanced, state-of-the-art medical center opened on September 30, 2007, and is setting new standards of health care delivery in a less institutional, more therapeutic environment.

Much has changed since 1942, including the hospital's name and location, but it is that which is unchanged that has made the success of this organization possible — the unwavering commitment to improve the health and well-being of our patients and our community.

**Internship Opportunity:** Marketing and Communications Intern

<u>Internship Roles & Responsibilities</u>: Interns in the Metro Health Hospital may be engaged, in part or in whole, in the following activities:

- 1. Assist Communications and Marketing Department with writing of Metronet articles, speeches, letters and other projects as assigned.
- 2. Assist with internal and external special events planning.
- 3. Maintain media clippings system
- 4. Create internal messages and post on the intranet.
- 5. Post news messages at Hospital and offsite locations
- 6. Assist with development of marketing plans
- 7. Create and submit system-wide electronic community messages

Hours per Week: 15 hours per week.

**Compensation**: Unpaid

Web Site: www.metrohealth.net

**Contact:** For more information contact Jennifer DeVries Volunteer Services Department at (616) 252-7009.