

**Servant Leadership Summer Internship Placement Site
Job Description Information Sheet
Summer 2026**

Organization Name: International Rescue Committee (IRC) in Atlanta

Address: 2305 Parklake Drive, Suite 100, Atlanta, GA30345

Phone: (404) 292-7731

Web site: www.rescue.org/united-states/atlanta-ga

Internship Supervisor: Eslin Simon

Supervisor's contact information including e-mail:

Eslin.Simon@rescue.org

Organization's Mission Statement:

To help those whose lives and livelihoods are shattered by conflict and disaster, including the climate crisis, to survive, recover and gain control of their future.

Summary of organization's primary programs and services:

The International Rescue Committee (IRC) in Atlanta creates opportunities for refugees and immigrants to integrate and thrive in Georgia communities. Since opening in 1979, the IRC's locally funded office in Atlanta has welcomed more than 30,000 refugees from over 65 countries to resettle in communities across the state. A committed staff of more than 200 professionals work together with volunteers to assist families in reuniting and rebuilding their lives in the greater Atlanta area. The IRC in Atlanta offers a broad range of programs including resettlement and case management services, adult education classes, youth programs covering ages 5 to 24, employment assistance, asset building resources, community health response programs, and immigration services, all of which serve more than 5,000 clients each year.

Intern's title: Health and Wellness Intern

Number of interns requested: 2

Internship project/job description (Please detail degree to which position is in-person, virtual, or hybrid.):

SCOPE OF WORK

Are you a college student passionate about public health and making a difference in the lives of others? The Health and Wellness team at IRC, work to connect recently displaced refugees and immigrants to essential medical care and health education resources, helping them navigate the complexities of the U.S. healthcare system. By joining our team, you'll play a key role in supporting our mission to empower vulnerable populations as they rebuild their lives. As a Health and Wellness Team Intern, you will work closely with our Health Program Supervisor, refugee clients, and local healthcare providers to address the healthcare and preventative health needs of our clients.

RESPONSIBILITIES

- Work alongside the Health program Supervisor in coordinating newly arrived refugee clients in their initial health screening appointments at the Department of Public Health.
- Assist the team to maintain a dynamic tracking system for ongoing medical and high-priority health appointments, ensuring seamless coordination for our clients.
- Conduct follow-up calls with clients who have recently visited medical providers to gather valuable information about their upcoming appointments, follow-up care, and assessing their experiences visiting the healthcare offices.
- Coordinate and advocate for refugee clients' healthcare needs.
- Engaging with data entry, analysis, and administrative tasks related to health services.

Qualifications: Current undergrad, graduate student, or recently graduated student with a focus in Public Health or a related field. Understanding and ability to maintain strict confidentiality regarding client information. Flexible, resourceful, and collaborative when working independently and in a team setting. Be fully vaccinated in accordance with CDC standards.

This position reports to the Health and Wellness Coordinator. IRC is an Equal Opportunity Employer IRC considers all applicants based on merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status or disability.

Other requirements, if any, for this position (security check, drug screen, immunizations, etc.)?

N/A

Will the internship require that the student have a car?

Is placement site accessible by public transit or other transportation options?

YES