



GeorgiaCares Student Internship

About ACCA

The Athens Community Council on Aging has, throughout its history, coordinated a wide variety of programs and services for older adults and adults with disabilities in Northeast Georgia. ACCA's history of successful program administration and innovative service delivery has made it one of the leading agencies of its type in the Southeast.

About GeorgiaCares

GeorgiaCares is a private-public partnership sponsored by the Department of Human Services, the Division of Aging Services, and the Area Agencies on Aging that provides no cost benefit counseling for older adults. The program utilizes trained volunteer counselors help Medicare beneficiaries sort through the complexities of enrollment, and related health insurance concerns.

Internship Objectives

The objective of this internship is to provide the student with practical knowledge of Medicare and other benefits to supplement her/his coursework and provide experience working with the diverse population served by ACCA.

Requirements

This internship requires:

- Current enrollment in a degree program at an accredited college or university
- Completion of all ACCA paperwork and training, including clearing a background check
- Strong interpersonal and communication skills
- Working knowledge of Microsoft Word and Excel
- The ability to work with a wide variety of individuals of various backgrounds and abilities

Responsibilities

The responsibilities of the Intern include, but are not limited to:

- Work with the GeorgiaCares Coordinator to plan and implement outreach and volunteer events, including identifying and building relationships with potential outreach locations
- Counsel clients regarding their Medicare insurance options and assist with enrollment into insurance plans as needed
- Develop informative mailers and brochures to be distributed throughout the service area
- Assist staff with data entry, as needed
- Conduct required satisfaction surveys of clients
- Conduct eligibility screenings for financial assistance programs related to Medicare
- Assisting with Meals on Wheels routes, as needed
- Tracking and reporting hours for ACCA and course requirements

Time Commitment

This is a semester long internship opportunity. ACCA and your assigned program will work with you to establish a schedule that ensures you fulfill your course requirements.