



Meals on Wheels 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 Meals on Wheels

The Meals on Wheels program helps foster independent living and prevents premature or unnecessary institutionalization of disabled and older adults. All the meals delivered are designed to provide one-third of an adult's daily nutritional requirements and are suitable for diabetic diets. Menus are developed by a Registered Dietitian and prepared according to the nutritional needs of older adults.

Internship Objectives

The objective of this internship is to provide the student with practical knowledge that supplements his/her coursework and provides experience working with the diverse population served by ACCA. The student will gain a greater knowledge of assessing community needs, evaluating the effectiveness of programming through data analysis, and developing wellness programs.

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:

- Conduct client and volunteer satisfaction surveys
- Conduct client reassessments, and assist with new client assessments
- Assist with monthly, quarterly and annual program reporting
- Assist with record management and compliance
- Complete meal routes, as needed
- Assist with Senior Hunger initiatives
- Track and report 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.