



Volunteer/Internship Program Overview

The **Perinatal Unit for Systems of Health™** (P.U.S.H.) engages dedicated individuals in advancing perinatal health through advocacy, research, case management support, and workforce development for CHWs, community birth workers, and aligned professionals. Volunteers will contribute to policy initiatives, community-based research, professional training efforts, and direct client support, helping to improve perinatal and infant health outcomes. Proposals for academic credit are welcome.

Client-Specific Shadowing

Please note that shadowing or observing client-specific services is not permitted at this time. While we value experiential learning, we are committed to maintaining the privacy, confidentiality, and comfort of those we serve. Volunteers/Interns may have opportunities to support programs and services in other meaningful ways that align with our mission and operational needs.

Volunteer/Internship Roles & Responsibilities

Policy Briefing Volunteers

- Assist in tracking and analyzing perinatal health policies at the local, state, and federal levels.
- Support policy brief development, advocacy campaigns, and legislative outreach.
- Participate in organizing community listening sessions and stakeholder meetings.

Change Advocacy & Advisory Volunteers

- Conduct background research to support issue briefs, partner initiatives, and advisory recommendations.
- Assist with meeting coordination by preparing materials, capturing notes, and tracking follow-up actions.
- Support outreach efforts by helping draft communications and resource materials for stakeholders, community partners, organizational clients.

Research & Data Volunteers

- Collect and analyze data to support perinatal health research projects.
- Assist in literature reviews, survey distribution, and focus group facilitation.
- Support the development of reports and recommendations for policymakers and stakeholders.

Communications & Outreach Volunteers

- Assist in creating content for newsletters, social media, and advocacy campaigns.
- Support event planning and community engagement efforts.
- Help design marketing materials to promote workforce training programs and policy initiatives.

PUSH Birth Partners® Case Management Volunteers

- Assist CHWs and doulas with intake coordination and client resource referrals.
- Provide administrative support, including scheduling, documentation, and follow-ups.
- Support prenatal and postpartum outreach efforts to ensure equitable service access.

Pathways to PUSH® Training & Workforce Development Volunteers

- Support the coordination and facilitation of CHW, doula, and allied health professionals training programs.
- Assist in the development of educational materials and resource guides.
- Help with outreach to recruit diverse trainees and expand access to professional development opportunities.

Academic/Practicum Fulfillment

- **Clear Scope and Purpose:** The task should have defined objectives that align with both the organization's needs and the volunteer's academic requirements (e.g., service learning, capstone, practicum). Volunteers should submit a brief proposal or overview of their intended project.
- **Time-Bound and Outcome-Oriented:** Projects should be limited in duration with a clear timeline and expected deliverables (e.g., research summary, community resource guide, outreach plan, evaluation report).
- **Supervision and Check-Ins:** Volunteers may be assigned a point of contact or supervisor to provide guidance, ensure progress, and approve the final submission. Regular check-ins may be required depending on the length or complexity of the task.
- **Professionalism and Confidentiality:** Volunteers are expected to conduct themselves professionally and adhere to any confidentiality, data handling, or organizational policies relevant to the project.

On-Call and Events

- **Event-Based Availability:** Volunteers will be contacted on an as-needed basis to support special events, such as community outreach, health fairs, fundraising activities, or training sessions. Participation is optional but highly valued.
- **Duties and Expectations:** Tasks may include event setup and breakdown, registration assistance, greeting attendees, distributing materials, or providing general support to staff and guests. Volunteers should be comfortable working in dynamic environments.
- **Flexible Commitment:** No ongoing time commitment is required; however, volunteers should respond promptly to event invitations and communicate their availability in advance when possible.

Volunteer/Internship Requirements

- **Application & Screening:** All volunteers must complete an application, interview, and background check (if required).
- **Orientation:** A required session covering perinatal health disparities, advocacy, and volunteer expectations.
- **HIPAA and Compliance Training:** All volunteers must complete HIPAA and other relevant compliance training during the onboarding process. Training must be completed prior to the assignment or approval of any project or task.
- **Role-Specific Training:** Volunteers receive specialized training in policy research, case management tools, data collection, or workforce development strategies based on their role.

- **Time Commitment:** Opportunities are flexible, with a recommended commitment of 5 to 20 hours per month, depending on the role. A minimum service duration of 6 to 12 months is encouraged to ensure consistency and impact.
- **Time Tracking:** Volunteers are expected to accurately record and submit their volunteer hours as part of their service commitment and for reporting purposes.

Volunteer/Internship Recognition & Benefits

Professional Development: Gain hands-on experience in policy, research, and workforce training.

Networking Opportunities: Connect with perinatal health leaders, policymakers, and birth workers.

Certificates & Letters of Recommendation: Provided upon completion of volunteer commitments.

Exclusive Events & Training Access: Opportunities to attend perinatal health conferences, policy forums, and specialized workshops.

How to Apply

Interested individuals can apply by submitting the online [Volunteer and Internship Application Form](#).

Program Evaluation & Continuous Improvement

Volunteer Feedback: Regular surveys and check-ins to ensure meaningful engagement.

Impact Assessment: Tracking volunteer contributions to research, policy changes, and workforce development outcomes.

Ongoing Training & Support: Continuous learning opportunities to enhance volunteer skills and effectiveness.