**Research and Communications Officer Volunteer Internship**

**Overview**

We are looking for a dynamic, creative and analytical Research and Communications Officer to generate excitement and interest in the work of Centre for Sustainable Healthcare. The successful applicant will gain insight into cutting-edge initiatives in sustainability and health while getting useful experience of working in a flexible multi-dimensional organisation.

The successful applicant will play a key role in coordinating our communications strategy and collating data and success stories of our projects to be made available to our stakeholders and the wider public. This is an opportunity to develop sustainability, healthcare, communications, research and administrative skills; to be mentored by experienced environment and health professionals; and to learn about an exciting and emerging field.

This internship is a temporary volunteer post that will last 3 months. We are, however, open to shorter or longer timespans. This can be discussed during the interview stage.

Our previous volunteers have come from the UK, France, Canada, Brazil and Japan and have gone on to work in academia, sustainability consultancies, environmental charities, medicine and SMEs.  Several, such as [Sarah Walpole](http://sustainablehealthcare.org.uk/who-we-are/staff/dr-sarah-walpole) and [Isobel Braithwaite](http://networks.sustainablehealthcare.org.uk/users/isobel-braithwaite) are still connected formally with us and we keep in touch with many more.

**Responsibilities**

We are a flexible organization and will encourage you to use all of your relevant skills during your time with us. While we have specific outcomes in mind for this post, we are open to suggestions of other work you may want to undertake. Specific tasks that you will responsible for include:

* Collating and researching case studies in the field of sustainable healthcare to share as resources and communications pieces to our stakeholders
* Designing infographics to concisely communicate the impact and uniqueness of our work
* Building a database of contacts in sustainable healthcare and sending targeted emails to inform of our services and projects
* Developing sustainability contacts to build our network of sustainability professionals
* Helping to develop sustainable healthcare projects such as our actions for Clean Air Day (e.g. network posts, cycling to work pledges, letters to MPs etc.)

**Person Specification**

We are looking for organized individuals who are willing to learn and work as part of a team. We are keen to work with motivated self-starters with an openness to learn on the job. We are particularly looking for individuals with the following specifications:

* Able to write communications content for a variety of audiences including academics, health practitioners and the press
* Able to confidently use social media platforms such as twitter to reach key stakeholders
* Able to design simple yet effective infographics using software such as Photoshop or online apps
* Interest and understanding of issues surrounding sustainability, climate change and health
* Excellent written and verbal communication skills in English
* Proficient in Microsoft Office applications, particularly Word and Excel
* Excellent interpersonal skills
* Able to work both independently and in a team

How to apply

Please email a cover letter and CV to Louis Pilard at louis.pilard@sustainablehealthcare.org.uk. Your cover letter should detail how you fit the Person Specification. Your application will be assessed solely by how well you fit these requirements and to what extent you demonstrate your experience and/or knowledge of the tasks you will be required to complete.

**About The Centre for Sustainable Healthcare**

Main business: Charity/not-for-profit

The Centre for Sustainable Healthcare is well known for its work on sustainable healthcare in research and practice. We provide strategic input and consultancy to national and local programmes.

Our Sustainable Specialties Programme is designed to mainstream sustainability within clinical areas so that it is integral to the planning of health systems and the practice of healthcare professionals. This is supported by our work in medical education and in carbon modelling of clinical care.

Our greenspace projects, especially our NHS Forest, assist organisations to improve their natural environment and reconnect their staff, patients and the wider community with their local greenspace to benefit their health.