



Connecting Older Adults with Community-based Resources and Options

Intern at AgeOptions!

AgeOptions is recognized nationally as a leader in developing and helping to deliver innovative community-based resources and options to older populations in transition and through our network of community agencies we serve approximately 170,000 people annually. Interns will benefit from hands-on, experiential learning including involvement in professional meetings and in-service training.

Our offices are conveniently located in downtown Oak Park, Illinois, near the Green Line 'L' and Metra train station. We offer a casual work environment with competitive salaries and a strong benefit package. To learn more about what we do, please visit our website at: [AgeOptions](http://AgeOptions.org)

We have the following intern options available for Fall 2026 placement:

- The **Benefits, Information and Education** program is seeking student interns to provide public benefit access as well as information and assistance to older adults and individuals with disabilities.
 - Our Information & Assistance hotline answers calls from older adults, caregivers and providers within suburban Cook County to connect them to resources that can assist with their expressed need. An intern working on the I&A hotline will have the opportunity to take calls and speak directly to callers about a variety of topics impacting older adults (e.g. economic security, healthcare, food insecurity, aging in place, social isolation). In addition, an intern may assist with analysis and visualization of caller data, evaluation of consumer satisfaction, and special projects that promote the student's learning goals while supporting the program.
 - Our Benefits Enrollment Center is funded through the National Council on Aging to provide benefits screening and application/enrollment assistance to older adults for a variety of public benefits programs such as—Supplemental Nutrition Assistance Program (SNAP), Medicare Savings Program, LIHEAP (energy assistance programs), Benefits Access Application (Ride free card, public transit reduced fare, license plate discounts. etc.) An intern supporting this program will carry a caseload of clients which involves screening for eligibility, collecting paperwork, submitting applications, troubleshooting and following up with clients.

An intern with this program may also support training and technical assistance projects for our Aging and Disability Network of providers which includes creating presentations, flyers or other benefit materials. An intern may attend outreach events in the community, give presentations on public benefits and SNAP to older adults and participate in enrollment events in the community.



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- **Health Innovations:** One of the cornerstones of AgeOptions are the evidence-based health promotion and falls prevention programs providing outreach and education to people across Illinois. Through the **IL Pathways initiative**, people are connected to programs designed to increase knowledge and teach skills to better manage chronic condition, reduce fear and risk of falls, and live happier, healthier, more independent lives. In this area, there are two intern opportunities that you can choose from. The field placement student(s) will be involved in activities that support these efforts:
 - 1. Communications and Stakeholder Engagement:**
 - Support the development and distribution of Coalition newsletters, email communications, and announcements
 - Create, schedule, and analyze social media content to support statewide outreach efforts
 - Serve as a key point of contact for Coalition members and prospective partners
 - Assist with monitoring and responding to inquiries through Coalition communication channels
 - Update and maintain website content using Squarespace
 - Participate in cross-state collaboration with other falls prevention coalitions
 - 2. Project Coordination & Operation:**
 - Assist with planning and coordinating Coalition meetings, including agenda development and logistics
 - Track Coalition membership growth and prepare summary reports for leadership
 - Maintain and update the Coalition membership directory and internal records
 - Support documentation, reporting, and special projects tied to Coalition initiatives
 - Participate in onboarding and process improvement efforts to strengthen Coalition sustainability

All interns at AgeOptions complete a rotation on our Information & Assistance team, assisting clients with resources and referrals.

To be considered for one of these internship opportunities, interested students should complete the AgeOptions Internship Application located on our website ([AgeOptions Internship Application](#)) or send their resume to hr@ageoptions.org.

AgeOptions is an Equal Opportunity Employer where diversity is celebrated, and we are committed to creating an inclusive environment for all