

## Clinical Education Support Internship

Oakland, CA – January 2025

### The Opportunity

The Myotonic Dystrophy Foundation (MDF) announces its search for college-level and graduate student interns to help advance MDF's mission.

**Vision:** We envision a world with treatments and a cure for myotonic dystrophy (DM).

**Mission:** The MDF mission is Community, Care, and a Cure.

- We support and connect the myotonic dystrophy **community**.
- We provide resources and advocate for **care**.
- We accelerate research toward treatments and a **cure**.

Founded in 2007, MDF is the leading global advocacy organization helping families and professionals understand DM, a rare, genetic, multisystem, highly variable neuromuscular disease. MDF helps constituents identify resources and support, improve quality care, and advance research for management and cures. MDF has a global reach, assisting families and championing other advocacy organizations in more than 80 countries around the world. As many as 150,000 individuals may be at risk for the most common form of adult-onset DM in the United States alone. Tens of thousands of affected families as well as providers, industry partners, researchers, and donors, together form the MDF.

### Position Overview

MDF has a small, passionate staff based in Oakland, CA's Preservation Park, and seeks to add several college-level and graduate students to its team as interns focused on strategic projects. MDF seeks a Clinical Education Intern to join our team and contribute to our innovative Clinical Education Initiative. This position offers a hands-on experience in developing programs that enhance DM awareness, improve patient care, and support healthcare professional education. Interns will report to the MERLA Manager with collaboration of the Director of Programs across departments.

The position is available for a minimum of 8 hours/week starting in March/April 2025, with part-to-full time options during summer of 2025.

## Clinical Education Intern Projects

- Content Review: Assist in the review process of MDF's Clinical Education Resources, including care guidelines and video content on the Digital Academy to prepare resources for expert review to ensure they are up to date and contain current information.
- Find-a-Doctor Map Redesign: Support the refinement of MDF's Find-a-Doctor Map by researching healthcare providers specializing in DM through Komodo data and existing Find-a-Doctor Map data. Additionally support the Director of Programs with the coordination of the Find-a-Doctor Map Committee to incorporate their feedback and considerations.
- Komodo Data Review and Analysis: Assist with analyzing Komodo Health data, identifying trends, gaps, and opportunities for engaging healthcare providers. Use these insights to inform outreach strategies and guide the development of targeted clinical education initiatives.
- Clinical Education Needs Assessment: Assist in the design and implementation of MDF's clinical education needs assessment. Help develop survey tools, distribute surveys to healthcare providers and community members, and collect feedback on clinical education gaps and priorities. Contribute to the analysis of results and preparation of reports to guide future programming.
- Outreach Strategy Development: Collaborate with MDF to draft an outreach plan for connecting with healthcare professionals, using insights from Komodo Health data and, later, clinical needs assessments.
- Other Foundational Projects: Support MDF in additional initiatives or programs as needed.

## Qualifications

- A minimum of 3 years of experience and proven success in similar positions with similar responsibilities, preferably in the nonprofit or healthcare sector.
- College degree or current student enrollment required (preferably in the field of biomedical sciences, public health, or a related discipline). Community College and University students and graduates are encouraged to apply.
- Strong research skills and experience in working with databases.
- Ability to work well under pressure and handle multiple projects simultaneously with shifting deadlines & priorities.

- Strong writing skills with both internal and external communications.
- Empathetic self-starter, with a natural curiosity and ability to quickly join new projects while leveraging the expertise of others.
- General computer skills, including Microsoft Office required.
- Salesforce experience preferred but not required.
- Ability to work with diverse groups and tailor communication to reach diverse populations.
- Consistent high attention to detail with the ability to self-monitor for accuracy.
- Knowledge of rare diseases, including myotonic dystrophy, preferred but not required.

## Compensation and Benefits

The Foundation offers interns \$20/hour for the duration of the internship and does not provide any other benefits.

## Application Process

Interested and qualified candidates are encouraged to apply by sending a cover letter and resume to MDF's MERLA Manager, Dr. Nadine Ann Skinner, at [nadine.skinner@myotonic.org](mailto:nadine.skinner@myotonic.org). All correspondence will remain confidential. Submissions without cover letters will not be considered.