



**St. Jude Children's
Research Hospital**
Finding cures. Saving children.

St. Jude Children's Research Hospital Healthcare Administration Graduate Internship Summer 2026



Overview

The St. Jude Children's Research Hospital Healthcare Administration Graduate Internship will provide future healthcare executives on-the-job learning opportunities with exposure to a variety of relevant and practical experiences in an academic healthcare environment.

During the internship, the student will gain an in-depth understanding of pediatric hospital and clinical operations and research operations with a focus on finance, strategy, planning, and other operational functions.

Programs and Rotations

The student will report to both the Strategic Planning and Decision Support Office and the Office of the CFO. Additional opportunities will exist to actively participate in clinical operations, such as assisting in project management, executive leadership observations, quality and process improvement efforts, primary research, forecasting, and further opportunities to develop skills learned in the classroom.

Rotations may include:

- Financial services functions
- Clinical operations
- Basic science and clinical trials
- Council meetings and senior leadership meetings
- Administrative departments, including Human Resources, Information Services, Facility Planning, and Campus Operations

Past Projects

- Internal audit
- Departmental strategic plans
- Community Health Needs Assessment
- HR initiatives
- Quality and patient safety
- Strategic innovation and design
- External assessment and competitor data projects
- Dashboard development
- Clinical logistics and space projects
- Employee engagement

Prior Intern Schools

- Saint Louis University
- Texas State University
- University of Oklahoma
- Texas A&M University
- Georgia Institute of Technology
- University of Alabama – Birmingham
- University of Memphis
- University of Washington – Seattle
- University of Minnesota
- University of Texas – Dallas
- Brown University
- Georgia State University
- Vanderbilt University

About St. Jude Children's Research Hospital

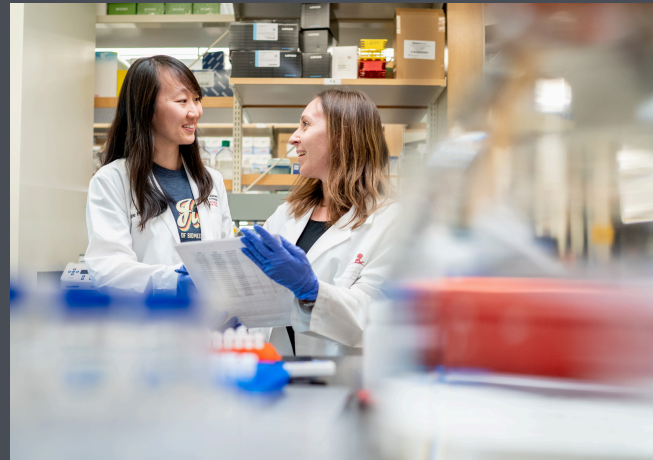
St. Jude children's Research Hospital is one of the world's premier centers for research and treatment of catastrophic diseases in children. The mission of St. Jude Children's Research Hospital is to advance cures, and means of prevention, for pediatric catastrophic diseases through research and treatment.

St. Jude is the only pediatric hospital designated as a Comprehensive Cancer Center by the National Cancer Institute. St. Jude is consistently ranked as one of Glassdoor's Best Places to Work and, in the summer of 2025, was redesignated with Magnet Recognition by the American Nurses Credentialing Center.

St. Jude was founded by entertainer Danny Thomas and opened in 1962. It is supported primarily by funds from volunteer contributions raised by the American Lebanese Syrian Associated Charities (ALSAC). ALSAC is the national fundraising organization established by Danny Thomas for the purpose of funding St. Jude Children's Research Hospital. St. Jude also receives funding from federal research grants, insurance, and investments. Consistent with the vision of Danny Thomas, no child is denied treatment based on race, religions, or a family's ability to pay.

More than 8,500 patients are served by the hospital each year. The hospital operates a vibrant outpatient clinic program and operates 78 beds for patients requiring hospitalization during treatment. Housing is provided in four St. Jude housing options.

St. Jude currently employs nearly 7,000 scientists, clinicians, and support personnel. St. Jude just surpassed the halfway mark of its aggressive and bold six-year strategic plan, a \$12.9 billion commitment, that will support 2,300 additional jobs; provide \$2.3 billion in new construction, renovation, and capital needs; and open new areas of research.



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Position Description

The student intern will participate in financial, strategic, and operational projects that support the organization. Some responsibilities will include assistance with project management, data analysis and forecasting, and participation in initiatives of the organization. The student intern will have exposure to financial management, strategy, clinical operations, basic science operations, and clinical trials administration.

Responsibilities:

- Participate in various strategic and operational priority initiatives
- Conduct market research for trend identification, strategy development, and planning
- Draft reports and executive summaries based on research, data analysis, and financial projections
- Learn strategic planning processes and organizational perspective to support the FY22-27 institutional strategic plan
- Assist with developing strategic and business plans
- Analyze key financial and non-financial metrics
- Collect, understand, process, verify, and report financial related information to finance leaders

How to Apply

To be considered, applicants must electronically submit the following items by Monday, October 20, 2025, midnight CST, to the application portal linked on the informational site on stjude.org.

- Cover letter in PDF format addressing interest in healthcare administration and what the student is seeking from the internship experience
- Current, updated resume in PDF format
- Graduate transcript
 - Electronic unofficial copies are accepted
 - Download links are **not** accepted
 - First-year students: Submit your transcripts even though no grades will be available. The transcript must show that you are currently enrolled and list all in-progress classes

Candidates enrolled in a dual undergrad-graduate program are eligible but must have earned the equivalent of a bachelor's degree by May 2026 and be currently enrolled in some graduate-level courses.

Candidates who move to the next round will complete a phone screen. Candidates remaining in consideration after the phone screen will complete a virtual panel interview.

Offers will be extended by mid-January 2026. All other applicants will then be notified of their status.

Frequently Asked Questions

Who is in charge of the internship program?

Shari Capers, SVP, Strategic Planning and Decision Support, and Pat Keel, EVP and Chief Financial Officer, co-lead the summer internship program and serve as preceptors.

When does the internship start? How long does it last?

The summer internship program is scheduled to begin May 18, 2026, and run through August 7, 2026, for a total of twelve weeks. Students work full-time, Monday through Friday, 40 hours per week. These dates are subject to change based on students' academic schedules.

Who is eligible to apply?

Eligible candidates must be currently enrolled and working towards a Master of Healthcare Administration, Master of Business Administration, or similar program. Students enrolled in a dual undergraduate-graduate program must have completed the equivalent of a bachelor's degree by May 2026 and be currently enrolled in some graduate level courses in the fall of 2025.

Is this a paid internship? What else is included?

Compensation will be provided in a stipend format paid monthly. The first pay date will fall approximately one month after the start of the internship. For interns outside the Memphis area, St. Jude will provide housing via the St. Jude Guest Housing program. St. Jude will pay students' housing and will include a complimentary gym membership. Other perks include shuttle service, free parking, and specialized intern programming.

How many students will be hired?

The internship program uses a cohort model. The summer 2026 cohort has room for up to four students.

Is there an opportunity to complete this internship remotely?

No. The internship is located in Memphis, TN, and will require the student to relocate to Memphis for the duration of the internship.

Is this an intern-to-hire program?

No. While some former interns have accepted full-time job opportunities with St. Jude, the internship is not designed to become a full-time employment opportunity for the participants.

Additional questions

Please contact Meghan Stuthard via email at meghan.stuthard@stjude.org if you have additional questions.

Internship Projects and Expectations

Projects are designed and assigned depending on students' specific requests and after an evaluation of their goals and areas for development.

All projects are subject to change as the needs of St. Jude pivot to accommodate internal and external changes.

Students are able to create their own projects upon their start and pursue both those and others that have not been assigned if they have the bandwidth to do so.

In addition to their project work, students will complete the following:

- Intern Orientation
- St. Jude Global Introduction
- Year-end presentation to the senior leadership team
- Regular attendance at senior leadership meetings
- Workshops and classes as assigned
- Patient-facing volunteer activities
- Regular preceptor and project leader meetings
- Tours of campus facilities
- Meetings with campus leaders
- Shadowing opportunities as assigned
- Professional development opportunities as assigned
- Professional head shots
- Additional duties as assigned

St. Jude is an Equal Opportunity Employer.

