



### Fall 2021 Internship Opportunities

**CHHS has three Fall 2021 internship opportunities.** The Center continues to offer opportunities for students to be engaged in community and professional settings where they may practice their skills and gain experience with a variety of audiences and public health programming as part of internship experiences offered. **\*During the COVID-19 pandemic, we will follow public health and university guidelines. Work location and assignments may be modified, with advisor approval, in order to work within current guidelines.**

Students are encouraged to visit the CHHS website at [www.mtsu.edu/chhs](http://www.mtsu.edu/chhs) to download and complete an application packet. Completed packets should be submitted to Ms. Cynthia Chafin, M.Ed., MCHES® at [Cynthia.chafin@Mtsu.edu](mailto:Cynthia.chafin@Mtsu.edu) for consideration. Students should indicate on the application which project is of interest.

## Internship Project #1

### Environment/Water Quality - Public Education and Media

Project Description: This intern will support the work of CHHS staff in activities that facilitate successful development and implementation of a public education and media campaign focused on environmental health, water quality and nutrient reduction. Student may assist with development of a variety of digital education materials in various formats (images, video clips, PSAs, etc. for use on a variety of platforms (social media, websites, print, TV) in partnership with content experts and CHHS staff. Student may also assist with development of an educational toolkit and dissemination of educational content and material. \*Student will be required to be onsite at CHHS 2 days per week (schedule is flexible).

Responsibilities under supervision of CHHS staff will include:

- Assist with development of content for media platforms, toolkit, and other educational materials.
- Participate in meetings, calls, and other communications with other departments, faculty, staff, and community partners pertinent to project activities, as well as participate in monthly staff meetings;
- Participate in identified activities of existing grants and projects based on needs of the center and student areas of interest;
- Student shall develop, with assistance from site supervisor and academic advisor, 2 goals (broad) and 4 objectives (specific) that this project will accomplish;
- Be responsible for identifying and developing a “project within the project” which is approved by his or her advisor and that expands the scope of the project and/or aligns with student goals and personal interests;
- Completing weekly progress reports for CHHS as well as those of the sponsoring academic department.

Requirements:

- Student should be currently enrolled or be a recent graduate;
- Individuals applying for this internship should be willing to commit a total of 360-400 hours to this internship over a semester;
- \*Must be available to be onsite at CHHS 1-2 days per week (schedule is flexible) with some remote work.
- Ideal candidates will be proficient in all Microsoft Office applications, have the ability to follow instructions, be willing to engage with members of the campus community as well as community partners, and will have experience with media;
- Should be energetic, enthusiastic, organized and possess excellent verbal and written communication skills;
- Should have experience with or interest in environmental health;
- Able to work in a team environment as well as independently with minimal supervision when needed.

**UNTOLD Project: Campus Diaries**

Project Description: UNTOLD, a local CHHS community partner with national presence, has an internship opportunity focusing on education and outreach for the college population regarding emotional and mental health. The internship allows opportunities for a student to become involved in creating a plan for targeted fall outreach for a recently developed and growing global campaign, UNTOLD – Campus Diaries, that focuses on the power of sharing one’s story for healing and health. MTSU CHHS Associate Director will also co-supervise. \*Work can be completed remotely either at student’s place of residence, library, or other location, but student will be required to work out of the CHHS offices at least one day per week.

Responsibilities under co-supervision of UNTOLD and CHHS staff will include:

- Focus on engaging students, faculty, and campus communities throughout the state – and beyond - in the project;
- Participate in mandatory weekly conference call with project team and supervisors;
- Participate in monthly CHHS staff meetings;
- Be available for limited travel to Nashville for routine meetings;
- Participate in limited special events and activities;
- Develop, with assistance from site supervisor and academic advisor, 2 goals (broad) and 4 objectives (specific) that this project will accomplish;
- Be responsible for identifying and developing a “project within the project” which is approved by his or her advisor and that expands the scope of the project and/or aligns with student goals and personal interests;
- Completing weekly progress reports for CHHS as well as those of the sponsoring academic department.

Requirements:

- Student should be currently enrolled or be a recent graduate;
- Individuals applying for this internship should be willing to commit a total of 360-400 hours to this internship over a semester;
- \*Must be able to be onsite at CHHS 1 day per week (schedule is flexible) with some remote work.
- Ideal candidates will be proficient in all Microsoft Office applications, have the ability to follow instructions, and be willing to effectively communicate and engage with members of the campus community as well as community partners as needed;
- Should be energetic, enthusiastic, organized and possess excellent verbal and written communication skills;
- Able to work in a team environment as well as independently with minimal supervision when needed;

### Internship Project #3 – Bereavement Support for Grieving Families

Project Description: This intern will support CHHS staff in work specific to an externally funded grant involving infant death scene investigation by trained first responders. A bereavement resource is made available to first responders as part of training facilitated by MTSU CHHS. Updates are made to this resource annually. The student intern will be responsible for making calls, sending e-mails, and other methods of collecting updated data for the resource materials for a revised edition of the publication. The student will be asked to track progress with communications and updates, and will be asked to assist program coordinator with day-to-day tasks associated with the program to understand how a large, statewide professional provider training program is implemented. This student may also provide support in tasks necessary for grant administration for this and other grants administered by MTSU CHHS. \*Student will be required to be onsite at CHHS 1-2 days per week (schedule is flexible) with some remote work.

Responsibilities under supervision of CHHS staff will include:

- Being responsible for updating entries in the current bereavement resources manual through e-mails, phone calls, and other communications with community partners;
- Assisting SIDS/Infant Death Scene program coordinator with day-to-day tasks associated with the program to gain an understanding of how a large, statewide professional provider training program is implemented;
- Participating in planning meetings and calls with professionals involved in said programs, as well as monthly staff meetings;
- Developing, with assistance from site supervisor and academic advisor, 2 goals (broad) and 4 objectives (specific) that this project will accomplish;
- Being responsible for identifying and developing a “project within the project” which is approved by his or her advisor and that expands the scope of the project and/or aligns with student goals and personal interests;
- Completing weekly progress reports for CHHS as well as those of the sponsoring academic department.

Requirements:

- Student should be currently enrolled or be a recent graduate;
- Individuals applying for this internship should be willing to commit a total of 360-400 hours to this internship over a semester;
- \*Student will be required to be onsite at CHHS 1-2 days per week (schedule is flexible) with some remote work;
- Ideal candidates will be proficient in all Microsoft applications, have the ability to follow instructions, and be willing to engage with members of the health professional community via e-mail, phone calls, and other means of communication.
- Should be organized and possess excellent verbal and written communication skills;
- Able to work in a team environment as well as independently with minimal supervision;
- An interest in maternal/child health is preferred.