

MPH Internship Orientation

Friday, November 3, 2011

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Internship/Career Services Coordinator

Overview

- Purpose and Benefits
- Internship Policies
- Requirements
- Paperwork
- Where/How to Apply (Website and Dragon Trail)
- Suggested Timeline
- Highlight Organizations and Programs

Purpose and Benefits of Internships

Purpose:

Demonstrate your understanding of the concepts and skills relevant to your area of specialization in public health

Benefits:

- 50% of employers surveyed indicated new hires completed an internship and/or co-op with their company (1)
- 76% of employers prefer candidates with relevant work experience. (2)
- 70% of students who intern receive permanent job offers; 73% accept (2)

(1) futurework - Trends and Challenges for Work in the 21st Century. U.S. Department of Labor, 1999.

(2) NACE Experiential Education Survey, March 2008

Internship Policies

- Core classes must be completed
- 3 credit course – register under your Advisor
- A final grade will be awarded by the faculty internship advisor. All internships are graded on a Pass/No Pass basis.
 - Grades assigned based on completion of Final Paper, Internship Poster, and evaluations

Requirements

- The focus must be public health and community
 - not research or mainly administrative tasks
- Complete a minimum of 240 contact hours during the semester
- Complete all paperwork and turn in your Departmental Program Coordinator
 - Internship Agreement and Description, Evaluations, Final Paper, Internship Poster Session
 - International students have additional documents to complete (located online under MPH internships)

Required Paperwork

- **Internship Description and Agreement**
 - YOU CANNOT REGISTER BEFORE TURNING THIS IN
 - Signed by you, your faculty advisor, your site supervisor
 - Identify MPH competencies (your internship learning objectives) and the activities you will do to accomplish that objectives
 - Located online at <http://www.soph.uab.edu/internships/internforms>

Required Paperwork

- Midpoint Check In
 - New requirement effective Summer 2012
- Student Evaluation
- Supervisor Evaluation
 - Both documents are completed during the last week of the internship
 - Turn in the evaluations to your Program Coordinator

<http://www.soph.uab.edu/internships/internforms>

Requirements

- The final Paper:
 - 5 page minimum
 - Addresses the objectives, activities and competencies
- You must attend the internship poster session the semester you complete your internship
 - Fall Internship Poster Session: **Friday, December 5, 2011, Room 107, from noon – 1pm**
 - Spring Poster Session: TBD

The Poster Session

- **White poster display board**

- Tri-fold design that opens to 36”x48”
- Panel sizes: left and right 12”x36”, middle 24”x36”
- Available at most office supply stores

- **Components of Poster***

- Location
- Internship objectives
- Public Health Relevance
- Competencies and Corresponding Activities
- Lessons Learned (results, professional or personal growth, academic achievements, etc.)

TITLE OF YOUR INTERNSHIP Name, Department, Semester & Year of Internship		
Location	Public Health Relevance	Lessons Learned
		Results:
		Professional Growth:
Objectives	MPH Competencies and Activities	Personal Growth:
	MPH #: Write out the full competency Activity: Describe what you did that demonstrates completion of the competency	Achievements:
	MPH #: Write out the full competency Activity: Describe what you did that demonstrates completion of the competency	
	...Continue for all relevant competencies	

**This does not have to be professionally done. You may print out and adhere the information to the poster board yourself.*

Where is this information online?

Locate all of this information online on the SOPH website.

www.soph.uab.edu

How do I apply?



UAB Career Management & Job Posting Site
<https://uab-csm.symplicity.com/students/>

- You must have an approved resume and cover letter in the system
- Utilize the Career Planning Guide when creating these documents

Can I apply to other organizations?

- Yes
- The internship is meant to give you exposure and experience in your area of interest. As long as you follow the requirements and policies of the internship, you can create your own.

Suggested Timeline

Suggested timeline – but recognize that each organization may be a bit different

For Spring Internships, Week of...

November 21 – Candidates Selected

November 28 – Candidates Interview

December 5 – Candidates Notified

Internship Begins – January 9

PDF File will be updated online.

Organizations

- ADPH
- JCDH
- American Heart Association
- Carefusion/Medmined
- UAB Wellness
- 1917 Clinic
- Children's Hospital
- i-Think Policy Group
- M-Power Ministries
- CSX
- Southern Company
- Sarrell Dental
- Preventive Medicine
- KidCheck
- CDC
- Autism Society
- Cooper Green
- Surgical Care Affiliates
- **And many more!**

South Central Partnership

- Paid Internships with ADPH, JCDH, state and local departments in Mississippi and Louisiana, and other partnership sites
- Opportunities will be posted in **Dragon Trail**

<http://www.southcentralpartnership.org/internships>

Questions?



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