



1. Title for Opportunity	APEX Opportunities
2. Brief description of the opportunity/project.	The Central States Center for Agricultural Safety and Health has APEX opportunities available. There are seemingly endless opportunities to complete work in the field of agricultural health and safety. The Center conducts research, outreach, evaluation. Lots of projects to choose from!
3. Timeframe of experience (if any)	Positions are open year round.
4. Any special background/skills needed?	An interest in improving health and safety outcomes of those working in agriculture.
5. Paid/Unpaid	Unpaid
6. Application/Inquiry Instructions	Contact : Ellen.duysen@unmc.edu
7. Contact Info	Ellen Duysen 402-552-3394 ellen.duysen@unmc.edu CoPH 3035



1. Title for Opportunity	Work Study Positions
2. Brief description of the opportunity/project.	The Central States Center for Agricultural Safety and Health has work study positions available. This position affords flexibility with your schedule while working in agricultural health and safety outreach and data analysis. Lots of projects to choose from!
3. Timeframe of experience (if any)	Positions are open year round.
4. Any special background/skills needed?	An interest in improving health and safety outcomes of those working in agriculture.
5. Paid/Unpaid	Paid
6. Application/Inquiry Instructions	Contact : Ellen.duysen@unmc.edu
7. Contact Info	Ellen Duysen 402-552-3394 ellen.duysen@unmc.edu CoPH 3035



1. Title for Opportunity	Research assistants (Dr. Hill's Lab)
2. Brief description of the opportunity/project.	<p>Dr. Hill is looking to add 2 research assistants to her lab for newly funded grant work. The projects are broadly related to adolescent- and child- weight status, physical activity, nutrition and the built environment.</p> <p>RAs will work on a variety of tasks that support the research team including but not limited to preparation of study materials, data collection, data entry, compilation and tracking of training materials, etc. Students should have CITI human subjects training (or be willing to complete CITI training prior to starting). Summer students will be trained on built environment audits (to be conducted in Lincoln, NE) and should anticipate some time spent in the field collecting data.</p>
3. Timeframe of experience (if any)	<p>April/May 2019-August 2019 (Spring/Summer position)</p> <p>Possible extension into August 2019-July 2020 (academic year position)</p>
4. Any special background/skills needed?	<p>Proficiency in MS Office (Word, Powerpoint, Excel), survey programs such as Qualtrics</p> <p>Data analysis (SPSS, SAS, ArcGIS), preferred</p> <p>Ability to travel (at times) to study activities in Lincoln (mileage is reimbursed)</p> <p>Attend weekly project meetings.</p> <p>Availability to be in the lab 10-20hrs/week</p>
5. Paid/Unpaid	Student hourly (10-20hrs/week) for Spring/Summer 2019
6. Application/Inquiry Instructions	Please email Dr. Jennie Hill if interested for further instructions.
7. Contact Info	Jennie Hill Associate Professor, Epidemiology jennie.hill@unmc.edu



1. Title for Opportunity	Exploring adolescent access and exposure to vaping and tobacco retailers.
2. Brief description of the opportunity/project.	<p>Dr. Hill is looking for a student to assist with data collection for a project exploring adolescent access and exposure to tobacco/vaping retailers. We are interested in stand-alone vape shops as well as other retailers (e.g., convenience stores) who sell these products. This is an exploratory aim of a larger NIH funded trial. We have a particular interest in understanding the geolocation of these retailers and local zoning guidelines (Secondary data) AND to measure the variety of products offered and promotion or marketing of products towards adolescents within these retailers (primary data collection)</p> <p>This project is a good match for students who are interested in tobacco use/vaping in adolescents or more broadly, the geolocation of these retailers. This could be a CE or preliminary work for a PhD-Level student interested in the topic area. There is an opportunity for co-authorship on peer review manuscript(s) and the development of additional independent hypotheses (for advanced PhD students).</p>
3. Timeframe of experience (if any)	<p>May 2019-August 2020; extension into following academic year. *this position requires someone who can devote significant effort during May, June and July 2019 to meet the timeline of the parent grant*</p>
4. Any special background/skills needed?	<p>Proficiency in MS Office (Word, Powerpoint, Excel), survey programs such as Qualtrics</p> <p>Experience with ArcGIs, preferred (but not required)</p> <p>Ability to travel in/around Omaha metro and Lincoln metro areas.</p>
5. Paid/Unpaid	Unpaid
6. Application/Inquiry Instructions	Please email Dr. Jennie Hill if interested for further instructions.
7. Contact Info	<p>Jennie Hill Associate Professor, Epidemiology jennie.hill@unmc.edu</p>



1. Title for Opportunity	Platte County Lifestyle Coalition
2. Brief description of the opportunity/project.	<p>The PCLC is a community-based coalition located in Columbus, NE focused on promoting healthier lifestyles for all residents of Platte, Boone and Colfax counties. The PCLC includes members from East Central Health District, Columbus Community Hospital, The Chamber of Commerce, Columbus Public Schools and other community-based organizations.</p> <p>The PCLC has engaged in 2-year strategic planning process in partnership with researchers from KU-Center for Community Health, University Nebraska Kearney and University of Nebraska Medical Center funded by a grant from the Rural Futures Institute. The PCLC is now organized into a leadership team and 3 action teams working on increasing physical activity in schools, worksites and communities.</p> <p>The student would assist the coalition coordinator with tasks that support the coalition and coalition activities. This includes assisting in the development and implementation of a communication plan for the leadership team. Other tasks include assisting the action teams (Community, Worksite and Schools) in the organization of tasks/workplans, program implementation and data collection and tracking.</p>
3. Timeframe of experience (if any)	April 1, 2019-June 2020
4. Any special background/skills needed?	<p>Proficiency in MS Office (Word, Powerpoint, Excel).</p> <p>Community Toolbox (a community-wide data tracking platform used by KU; training will be provided).</p> <p>Data analysis (SPSS, SAS or similar), preferred.</p> <p>Ability to travel to Columbus NE (at times).</p>
5. Paid/Unpaid	<p>Unpaid This opportunity could be for APEX and/or a CE opportunity.</p>
6. Application/Inquiry Instructions	Please email Dr. Jennie Hill if interested for further instructions.
7. Contact Info	<p>Jennie Hill; Associate Professor, Epidemiology Jennie.hill@unmc.edu</p>



1. Title for Opportunity	YES! Research Internship
2. Brief description of the opportunity/project.	<p>The Youth Enjoy Science (YES!) Research Internship allows students with Native American heritage to participate in cancer research. Participants will be paired with mentors working in their field of interest, from Health Promotion, Epidemiology, Biostatistics, Maternal and Child Health, Public Administration and Policy, or Environmental and Occupational Health. Participants’ time and effort will be dedicated to building knowledge, experience and practice critical to all public health practitioners working in community-based public health research projects at UNMC in relation to cancer prevention, treatment and research. Participants can support ongoing research in the College of Public Health, engage with community through health interventions, shadow public health practitioners and support study design and/or data collection (e.g, delivering intervention activities, practicing research techniques with mentors, developing surveys, facilitating focus groups, conducting interviews or live observations, etc.). Participants will be encouraged to develop their own research questions about cancer in areas of interest to them. Participants will interact with community partners to develop an in-depth understanding of cancer and public health theory, research methods, tools, and skills in relation to community-based public health research projects at UNMC.</p>
3. Timeframe of experience (if any)	Experiences include summer research projects and part-time internships during the school year.
4. Any special background/skills needed?	<ul style="list-style-type: none"> • Native American heritage • Currently enrolled as an undergraduate student • Completion of the application form • Open to students across the U.S.
5. Paid/Unpaid	Will be compensated \$10/hour.
6. Application/Inquiry Instructions	To apply for this internship, please complete the following application . This application has a rolling deadline.
7. Contact Info	For specific questions about this program, please e-mail yesinfo@eppleyits.com or visit our website .



1. Title for Opportunity	YES! Graduate Assistantship
2. Brief description of the opportunity/project.	The Youth Enjoy Science (YES!) Research program is looking for graduate student mentors from the College of Public Health working and/or studying in the fields of Health Promotion, Epidemiology, Biostatistics, Maternal and Child Health, Public Administration and Policy, or Environmental and Occupational Health to work with undergraduate participants. Undergraduate participants' time and effort will be dedicated to building knowledge, experience and practice critical to all public health practitioners working in community-based public health research projects at UNMC in relation to cancer prevention, treatment and research. The expectation of the mentors is to help foster and develop this knowledge, experience and practice.
3. Timeframe of experience (if any)	Research projects are on-going and dependent on the students' availability
4. Any special background/skills needed?	<ul style="list-style-type: none"> • Currently enrolled in the UNMC-COPH • Willing to be flexible and mentor students for up to 2 months
5. Paid/Unpaid	Up to two months of graduate assistant salary
6. Application/Inquiry Instructions	Please e-mail yesinfo@eppleyits.com with your resume/cv and a brief description of why you are interested in this opportunity.
7. Contact Info	For specific questions about this opportunity, please e-mail yesinfo@eppleyits.com or visit our website .

Potential APEX/Capstone Experience Opportunity

Organization name: Center for Advanced Surgical Technology at the University of Nebraska Medical Center

Organization website: <http://www.unmc.edu/cast/>

Organization brief description:

The Center for Advanced Surgical Technology (CAST) was created by the University of Nebraska Board of Regents in 2005 and a designated Center of Excellence for Comparative Effectiveness Research in Nebraska. CAST is a significant contributor to the national effort in advancing surgical technology. Building on current expertise in the University of Nebraska System, CAST has assembled a number of researchers and built a nationally prominent biomedical research center for surgical technology in Nebraska. Members of CAST have published more than 35 peer-reviewed articles on surgical outcomes and 100+ on the development of surgical robotics.

Organization site contact name and email:

Melissa Leon, MPH; melissa.leon@unmc.edu

Description of identified needs and project ideas:

CAST provides a unique opportunity to participate in collaborative research effort among various faculty members. CAST offers basic research infrastructure conducive to projects for training undergraduate and graduate students in advanced surgical technologies, and comparative effectiveness with emphasis on improving patient outcomes.

CAST Research Focus:

- **Disparities in access to surgical care**
 - Evaluate the impact of patient demographics on access and therapy (including surgical procedures) in clinical and surgical outcomes
- **Outcomes in bariatric surgical patients**
 - Examine long and short-term outcomes after bariatric sleeve gastrectomy, gastric bypass, or gastric band placement
- **Mother and child health outcomes after maternal bariatric surgery**
 - Outreach and education for mothers undergoing bariatric surgery for weight loss, with the goal of exploring the relationship between maternal and child health
- **Comparison of surgical approaches-outcomes and cost analysis**
 - Examine the long- and short-term outcomes of laparoscopic, robotic, and open surgical procedures for hernia repairs, foregut surgery, colorectal surgery, and other surgeries. Utilize both national and local databases: Vizient™, SEER, H-CUP, NSQIP, MBSAQIP, and EPIC
- **Surgical Skills Training & Robotic Technology**
 - Examine adaptive training, surgical simulators, and occupational health for residents, fellows, and providers. Robotic telesurgery research for remote surgery, training, and surgical/diagnostic tool development.

Potential Capstone Experience / Internship / Volunteer Opportunities

Description of possible activities:

- Develop social media communication plans for specific projects – topics may include tobacco control, and self-reported quality of life measures
- Mine data related to health disparities and surgical outcomes
- Develop, implement, or analyze surveys for research projects
- Conduct thorough literature review of rural health disparities
- Assist in reviewing medical records and identifying specific outcome measures
- Identify opportunities for enhanced organizational-level quality improvement processes
- Assist with the development of comparative effectiveness database matrix
- Help with consolidation and optimization of surgical patient data for analysis.
- Attend weekly research meetings. Possible opportunities to present at a conference and prepare manuscript(s).

Timeframe of proposed activities to begin:

Summer 2019; Fall 2019; ongoing

Benefit of proposed activities to organization:

Identify research and analytical strategies, improve minimally invasive and bariatric surgical outcomes, provide statistical capability and analysis, and identify effective interventions

Benefit of proposed activities to the student:

Students will receive experience in real-world comparative effectiveness research and will have opportunities to interact with active clinicians in practice and training and have opportunities to publish in surgical journals

Skill sets of students requested, including possible MPH concentration desired:

- Skill in Stepwise Regression, SPSS[®], SAS[®], Stata
- Possible Concentrations: Biostatistics; Environmental & Occupational Health; Epidemiology; Health Promotion; Public Health Administration

Additional Information:

- Located in Wittson Hall, walking distance of the College of Public Health.
- CAST welcomes public health students to attend a few weekly research meetings to begin initial exploration of student's interests and the possible fit of working with CAST.
- CAST continually seek new investigation in general and bariatric surgery using existing and new datasets. CAST can help the student to identify previously undiscovered relationships between medical interventions and outcomes. Additionally, CAST may work with students to enable approved access to clinical, administrative, and internal databases to explore possible SL/CE opportunities or projects that are not listed above.

Examples of Previous Student Projects:

- Association between mesh reinforcement and hiatal hernia recurrence in patients at Nebraska Medicine
- Identifying disparities in access to minimally invasive surgery and outcomes for colorectal cancer patients
- Comparing perioperative costs and outcomes of open, laparoscopic and robotic inguinal hernia repair
- Statistics methods used in CAST publications



1. Title for Opportunity	Dean’s Student Worker
2. Brief description of the opportunity/project.	<p>This student worker is primarily dedicated to assisting the Dean of the College of Public Health with research, writing, presentations, and speaking engagements throughout the year. Effective communication of public health data and information is critical to this role. This student worker may also be involved with course development and serving as the Teaching Assistant for the Dean’s courses. This student worker will work closely with the Dean and will report to the Executive Assistant to the Dean. Job duties include:</p> <ul style="list-style-type: none"> • Conduct searches of peer-reviewed scientific literature and trusted data sources on public health topics to identify best practices, emerging trends, and other scientific evidence to inform the Dean’s talking points. • Assist the Dean with effectively defining, framing, and communicating public health information for various audiences. • Develop visually appealing presentations using PowerPoint or other software.
3. Timeframe of experience (if any)	Open to applicant’s availability, but typically one to two semesters
4. Any special background/skills needed?	<p><u>Preferred Technical Skills</u></p> <ul style="list-style-type: none"> • Proficiency with literature searches: Experience gathering relevant public health data and information from trusted data sources, agencies, and organizations. • Proficiency with communication: Experience communicating with different types of audiences to relay pertinent public health information. • Proficiency with basic computing applications: Experience with operating basic computing applications such as Microsoft Office for literature searches and developing communications. • Familiarity with project development and time management: Ability to manage time and logistics to oversee a project from vision to revision to presentation. <p><u>Minimum Qualifications</u></p> <ul style="list-style-type: none"> • Enrollment in a UNMC College of Public Health program (Certificate, MPH, MS, or PhD), enrollment in a related bachelor’s or Master’s program at UNO or UNL • Remain in good academic standing, in accordance with the applicable student handbook • Excellent oral and written communication skills
5. Paid/Unpaid	Paid position - \$16.346/hour
6. Application/Inquiry Instructions	To apply: Send a cover letter of application including contact information for a professional reference, resume, and PowerPoint presentation sample via email to Catherine Ely at catherine.ely@unmc.edu . The PowerPoint should display your skills in effectively communicating public health data and information.
7. Contact Info	Ms. Cathy Ely – catherine.ely@unmc.edu or 402-559-9349

College of Public Health, Office of the Dean

STUDENT WORKER POSITION

This student worker is primarily dedicated to assisting the Dean of the College of Public Health with research, writing, presentations, and speaking engagements throughout the year. Effective communication of public health data and information is critical to this role. This student worker may also be involved with course development and serving as the Teaching Assistant for the Dean's courses. This student worker will work closely with the Dean and will report to the Executive Assistant to the Dean.

Job duties include the following:

- Conduct searches of peer-reviewed scientific literature and trusted data sources on public health topics to identify best practices, emerging trends, and other scientific evidence to inform the Dean's talking points.
- Assist the Dean with effectively defining, framing, and communicating public health information for various audiences.
- Develop visually appealing presentations using PowerPoint or other software.

What we expect from you:

Required Work Habits

- **Time** commitment of a maximum 20 hours per week, year-round
- **Dedication** to producing a timely, high quality product while working cooperatively with others
- **Ability** to manage time and multi-task effectively
- **Ability** to interact with faculty, staff, students, partners, and community members in a professional manner
- **Ability** to learn new ideas and skills quickly, and to apply those skills to new projects
- **Accountability** to the Executive Assistant to the Dean

Preferred Technical Skills

- **Proficiency with literature searches:** Experience gathering relevant public health data and information from trusted data sources, agencies, and organizations.
- **Proficiency with communication:** Experience communicating with different types of audiences to relay pertinent public health information.
- **Proficiency with basic computing applications:** Experience with operating basic computing applications such as Microsoft Office for literature searches and developing communications.
- **Familiarity with project development and time management:** Ability to manage time and logistics to oversee a project from vision to revision to presentation.

Minimum Qualifications

- Enrollment in a UNMC College of Public Health program (Certificate, MPH, MS, or PhD), enrollment in a related Bachelor's or Master's program at UNO or UNL
- Remain in good academic standing, in accordance with the applicable student handbook
- Excellent oral and written communication skills

Compensation

- \$16.346 per hour pay rate

Experience the student will gain from working with the Office of the Dean:

- Working in a professional, academic environment
- Analyzing priority areas in public health, including scope, determinants, and impact
- Integrating knowledge and exercising critical thinking skills, while comprehending common concepts across different public health themes.
- Organizing and presenting data and information in a visually-appealing format
- Communicating evidence-based public health information to various audiences

To Apply:

- Send a cover letter of application including contact information for a professional reference, resume, and PowerPoint presentation sample via email to Catherine Ely at catherine.ely@unmc.edu. The PowerPoint should display your skills in effectively communicating public health data and information.

**DR. PHILIP SMITH WORLD HEALTH ORGANIZATION
STUDENT FUND**
**to support an internship with the
GLOBAL OUTBREAK ALERT AND RESPONSE NETWORK (GOARN)**

OVERVIEW OF GOARN

The Global Outbreak Alert and Response Network (GOARN) is a global technical partnership established in 2000 by the World Health Organization (WHO) as a key mechanism to engage the resources of technical agencies beyond the United Nations for rapid identification, confirmation, risk assessment and response to major international public health emergencies. The main objective of the network is to provide technical support to WHO Member States experiencing a human health emergency due to the threat of an infectious disease outbreak, including those resulting from natural and manmade disasters. GOARN contributes towards global health security by: combating the international spread of outbreaks; ensuring that appropriate technical assistance reaches affected states rapidly; and, contributing to long-term epidemic preparedness and capacity building. Furthermore, GOARN directly strengthens coordination and collaboration for alert and response to infectious disease outbreak and public health emergencies via the deployment of experts, materials and provision of technical guidance when requested by WHO.

AWARD DETAILS

This GOARN internship consists of a 12-week (3 month) assignment working with the GOARN Operational Support Team at the WHO headquarters in Geneva, Switzerland. Financial support will be provided by the Dr. Philip Smith World Health Organization Student Fund to cover internship travel, room, board and other job-related in-country expenses.

Duties will include (but not limited to) support of response activities to public health emergencies and activities related to the 5 GOARN areas of work:

- *Alert and Risk Assessment* - Improved coordination of alert, risk assessment and response activities among GOARN partners.
- *Public Health Rapid Response Capacity* - Coordination, planning and deployment of rapid response capacity, including rapid deployment of mobile laboratory support.
- *Operational research and tools development* - Integrating Research into Response.
- *Governance* – Creating enabling environment for involvement of all partners in the development and operations of the network.

- *Training* - Development of GOARN Outbreak Response Training Programme, including 3 – tiered strategy and global faculty.

ELIGIBILITY:

1. Any UNMC COPH Student in a degree seeking program (MPH, MS, MHA, PhD, DrPH), or graduate from one of those programs for whom the internship is within 6 months of graduation (this year, that would include December 2018 and Spring 2019 graduates).
2. Current students must have a GPA of greater than 3.0 and be in good academic standing.
3. Applicants must fulfill the requirements of the “Conditions of the WHO Internship Programme.”
(<https://www.who.int/careers/internships/apply/en/>)

APPLICATION COMPONENTS AND INSTRUCTIONS

1. Narrative Questions

- a. What are your reasons for pursuit of a career in Public Health? (400 words)
- b. What are your reasons for applying for this internship? (400 words)
 - i. How does it relate to your career goals?
 - ii. How will it make a difference in achieving those goals?
- c. What training, skills and experience (paid and unpaid, and including extracurricular activities) would prepare you to contribute to the GOARN team in a meaningful way? (400 words)

2. CV or Resume

3. **Two (2) letters of recommendation** detailing why you are a good fit for this specific internship. At least one letter should come from a CoPH faculty member

Responses to Narrative Questions and CV/Resumé should be assembled into one PDF document and e-mailed to Rebecca McCaw (rmccaw@unmc.edu).

Letters of recommendation should be sent directly to Rebecca McCaw by writers.

All documents must be received by midnight on December 31st. Note that successful candidates will be expected to present their experience to the College of Public Health upon their return.

The point of contact for all questions related to this internship is Dr. Sharon Medcalf (smedcalf@unmc.edu)



1. Title for Opportunity	Midwestern Public Health Training Center Opportunity
2. Brief description of the opportunity/project.	<p>You could qualify to apply to the Midwestern Public Health Training Center Field Placement Program funded through the Health Resources and Services Administration (HRSA).</p> <p>We will choose up to 5 projects to fund during the Spring semester. If you are awarded and meet all the requirements you will receive a \$3500 stipend.</p> <p>Further information is provided in the attachment.</p>
3. Timeframe of experience (if any)	Up to five awards each academic year
4. Any special background/skills needed?	<p>Eligibility Requirements:</p> <ol style="list-style-type: none"> 1. You must be a U.S. citizen or permanent resident 2. You must be enrolled in a graduate program in a health profession. 3. Select a project that benefits Nebraska.
5. Paid/Unpaid	\$3500
6. Application/Inquiry Instructions	To apply, review and submit the completed “2018-2019 MPHTC Field Placement Program Guide_Fillable” attached to this email.
7. Contact Info	Please send it to: stacey.coleman@unmc.edu .



Midwestern Public Health Training Center

Region VII

Field Placement Internship Guide

2018-2019 Academic Year

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Field Placement Internship Guide

This guide has been adapted from the Region VI South Central Public Health Training Center's field placement internship guide.



Midwestern Public Health Training Center

Internship Checklist and Deliverables

Students:

Please use the checklist below to ensure that you have completed all requirements of the HRSA-sponsored Region VII Midwestern Public Health Training Center (MPHTC) Internship. The information listed below must be received by the Region VII Student Placement Coordinator. Please note the due dates for deliverables vary.

BEFORE beginning the project:

- Upon receiving notification of your selection for a field placement, and once you have agreed to accept the placement, please scan and email the following to your MPHTC State Advisor: Student Placement Agreement form
- [MPHTC Student Demographic Information](#) (Online)

DURING the project:

- 3 blog entries detailing project progress

Upon **COMPLETION** of the project, the following will need to be completed:

- Preceptor's Online Evaluation
- Student's Online Evaluation
- Field Placement Completion Form ([page 12](#))
- Scientific Report or Poster Presentation

Once these items have been submitted, payment will be distributed. If you have any questions, please contact the Region VII Student Placement Coordinator, Hannah Shultz at Hannah-shultz@uiowa.edu.



Midwestern Public Health Training Center

Field Placement Internship Program

This guide contains information and materials for the HRSA Region VII Midwestern Public Health Training Center's field placement internship program. MPHTC is comprised of one central office and three Community-Based Training Partners (CBT). The University of Iowa houses the central office. Wichita State University, St. Louis University and the University of Nebraska Medical Center house the CBTs. Region VII includes Iowa, Kansas, Missouri and Nebraska.

The field placement internship is a planned and supervised practice experience in which the student demonstrates how the degree program competencies are fulfilled and applies measurable learning objectives to real-world public health practice. The MPHTC field placement internship program provides the opportunity for graduate students in MPH programs to develop the practice skills needed to join the public health workforce. The internship consists of 175 to 300 hours of field experience at a public health agency or organization. In this program, the terms "field placement" and "internship" are used interchangeably.

The student will receive a stipend of \$3,500 upon completion of the internship. HRSA provides the funds for the stipends through MPHTC. HRSA has mandatory reporting requirements for those who receive its funds as stipends.

The internship program promotes partnerships among public health academics and practitioners. Each of the HRSA Region VII Midwestern Public Health Training Center sites will identify public health agencies or organizations that will provide internships and mentor students.

ELIGIBILITY CRITERIA

A student must be:

1. a U.S. citizen or permanent resident.
2. enrolled in a graduate program in a health profession.

A proposed project must:

1. be a study or intervention impacting an underserved population such as:
 - a. HPSA, or
 - b. rural population.
2. have a focus on socio-environmental factors related to public health needs.

ROLES AND RESPONSIBILITIES:

Central Site and Community-Based Training Partners roles and responsibilities

- Each State will designate a staff/faculty member to serve as the field placement State Advisor for each student intern.
- The MPHTC State Advisor provides general oversight of placements that occur in agencies.

MPHTC State Advisor roles and responsibilities

- Assure field placement sites meet priority project requirements and assure students have an agreement with the site.
- Advertise placement opportunities to students pursuing a degree in a health profession within the site's state.
- Coordinate with public health schools and programs in each state to identify and place student interns.
- Work with the student and preceptor to develop a field placement plan for the student.
- Coordinate with the preceptor to ensure agreement on student activities.
- Provide advice and feedback to students.
- Review overall progress of the student during placement.
- Ensure all placement requirements are completed (see [Completion Form](#) page 12)
- Ensure all HRSA-required reporting documentation is sent to MPHTC. Documentation includes student application to include resume and statement of interest (if it applies), student demographic form, field placement agreement form, student evaluation, and preceptor evaluation, and poster presentation, or scientific report.
- Coordinate with your University to process stipend payments.

Student roles and responsibilities

- Comply with internship site policies and procedures.
- Acquire as much information about the agency as possible before beginning the placement (visit website, review any material provided, etc.).
- Exhibit professionalism in all aspects of the placement including attendance, appointments, meetings, and discussions with supervisors and others.
- Maintain complete client confidentiality.
- Seek the advice and assistance of the agency preceptor when uncertain about tasks.

Student Tasks

- Develop a field placement/project plan including learning objectives, a timeline of milestones, and final deliverables (see [Agreement Form](#) page 9).

- Ask your faculty advisor and the preceptor at the field placement site to approve your plan.
- Complete a 175-300 hours fulfilling project plan requirements.
- Complete necessary paperwork prior to starting your field placement.
- Participate in regularly scheduled progress review meetings with your preceptor and/or faculty advisor.
- Complete 3 blog entries during your internship (see [page 6](#)).
- Use the outline provided to submit a final report describing your project to your state MPHTC state coordinator.
- Complete the final online evaluation of your placement experience.
- Respond to an electronic follow-up survey about your employment after graduation.

Preceptor roles and responsibilities

- Develop the practicum opportunity and agree to accept a student intern.
- Work with the student to identify specific objectives, milestones, and deliverables.
- Supervise the student and provide technical and administrative oversight, including signing off on student's hours.
- Provide regular guidance to the student.
- Review the student's progress and send a formal online evaluation at the end of the field experience.
- Collaborate with the MPHTC State Advisor on the field placement.

ELEMENTS OF THE FIELD PLACEMENT

1. The MPHTC State Advisor identifies or approves the field placement agency and preceptor, and matches the student to the field placement.
2. The student completes all of the forms and requested information in the field placement packet.
3. The student, MPHTC State Advisor, and Preceptor collaborate to complete the Field Placement Agreement Form, including the field placement description, learning objectives, expectations, milestones, and expected deliverables.
4. The student completes 175-300 hours for the internship.
5. The student keeps a daily log of work hours and activities/events.

6. The student writes a final report using the [Scientific Report or Poster Presentation Guidance](#).
7. The student submits 3 blog entries.
8. The student completes the online field placement evaluation form.
9. The preceptor completes the online field placement evaluation form, using a link provided by the student or MPHTC State Advisor.
10. The student completes an online follow-up survey on the skills obtained and job placement approximately a year after completing the internship.
11. The MPHTC State Advisor ensures that students fulfill their field placement and reporting requirements.

BLOG ENTRIES

Consider including the following in your blog entries:

- Background on the field placement organization
- An outline of the field placement project
- Comments on project activities
- 1 to 2 images of project work, the organization, co-workers, and/or presentations
- How your coursework has prepared you for this placement and vice versa
- Your project's relationship to broader public health topics (health equity, mental health, opioid abuse, systems thinking, etc.)

The blog entries help MPHTC promote the intern's project and field placement opportunities more broadly and provides an example of field placement projects for future preceptors and students. Blog entries should be submitted during the field placement: one in the first couple of weeks, one midway through, and one upon completion. The mid-point and final blog submissions should draw upon successes of the project for the student and the community they are working in.

Students are encouraged to use their blog entries in writing their [final reports](#).

A blog entry should be approximately 150-300 words and should include 1 to 2 images. Blog entry submissions should include a tweet that can be used to promote the story.

Save blog entries in this [Google Drive folder](#) and notify the Region VII Student Placement Coordinator, Hannah Shultz, at Hannah-shultz@uiowa.edu and your state advisor.

SCIENTIFIC REPORT OR POSTER PRESENTATION GUIDANCE:

The scientific report or poster should:

- 1) Provide a description of the project and activities you completed, and how you applied the knowledge and skills gained from your graduate coursework to your internship.
- 2) Describe how the project helps to address the needs of the agency.
- 3) Include information about any work done with rural or medically underserved populations.
- 4) Describe how this project and activities impacted the agency, community or target audience.
- 5) Discuss what public health disciplines you worked with to complete this project.
- 6) Discuss how you demonstrated competencies from the MPH [Core Competency Model](#) during your internship.
- 7) Be rooted in one or two core public health disciplines (Biostatistics, Environmental Health Sciences, Epidemiology, Health Policy and Management, or Social and Behavioral Sciences) and two or three cross-cutting competency domains (Communication and Informatics; Diversity and Culture; Leadership; Public Health Biology; Professionalism; Program Planning; and Systems Thinking).

Provide a copy of the field placement report and work products to your:

- 1) Preceptor.
- 2) MPHTC State Advisor.
- 3) Hannah Shultz.

EVALUATION:

Evaluation for the field placement internship program relies on the receipt of these four documents:

- 1) Preceptor evaluation form – Preceptors are expected to meet with the intern to discuss the evaluation. They must also complete an online evaluation form at the end of the placement.
- 2) Student evaluation form – Students submit an evaluation online.
- 3) Student written final report – Students submit a report that follows the guidelines on above.
- 4) Student 1-year follow-up survey – Students are also required to inform MPHTC of their employment after graduation via an online survey that will be sent to a personal email address where the student can be reached after graduation.

HRSA requires MPHTC to report on many elements of the field placements. The evaluation results are used to assist preceptors, advisors, and MPHTC in planning future placements and making program improvements.

CONTACT INFORMATION:

State	Institution	Contact	Email	Phone
Iowa	The University of Iowa	Hannah Shultz, Region VII Field Placement Coordinator	hannah-shultz@uiowa.edu	319-335-8451
Kansas	Wichita State University	Sonja Armbruster	Sonja.Armbruster@wichita.edu	316-978-3988
		Suzanne Hawley	Suzanne.Hawley@wichita.edu	316-978-6516
Missouri	St. Louis University	Kate Wright	wrightks@slu.edu	314- 977-8120
Nebraska	The University of Nebraska Medical Center	Stacey Coleman	stacey.coleman@unmc.edu	402-559-9509
		Brandon Grimm	blgrimm@unmc.edu	402- 559-5645

SITE SUPERVISOR/PRECEPTOR INFORMATION

Name: _____ Phone: _____

Job Title: _____ Email: _____

FIELD PLACEMENT INFORMATION

Semester of start of placement: Fall
 Spring
 Summer

Year of start of placement: _____

Estimated start date: _____

Estimated end date: _____

PROJECT SUMMARY

Project Title: _____

Description (Include activities, skills to be gained/used, population and area served):

Learning objectives (What do you expect to know or be able to do following completion of the placement?):

Field placement deliverables (What do you expect to provide as the final product(s) of your field placement work?):

PRELIMINARY PROJECT TIMELINE:

Activity	Milestone Date

By signing this document, you (the student) confirm that you will be participating in the field placement described above, and that you will complete all the requirements to be eligible to receive the MPHTC student stipend (\$3,500) at the end of your placement. The requirements are listed below:

- Student Placement Demographic Survey
- Student Poster Presentation or Scientific Report
- Student Final Evaluation
- One Year Post-Placement Student Survey

Student's Full Name (Printed): _____

Student's Signature & Date: _____

By signing this document, you (the site supervisor/preceptor) confirm that you will:

- Assist in developing and approve the learning objectives and scope of activities to be achieved in the field placement.
- Work with the student to identify his/her activities and responsibilities.
- Provide on-going oversight and maintain consistent contact with the student throughout the field placement experience.

Site Supervisor/Preceptor's Full Name (Printed): _____

Site Supervisor/Preceptor's Signature & Date: _____

By signing this document, you (the MPHTC State Advisor) confirm that you will provide support to the student and site supervisor throughout the internship process overall.

MPHTC State Advisor's Full Name (Printed): _____

MPHTC State Advisor's Signature & Date: _____

Field Placement Completion Form

To be completed by the student *as soon as the field placement is concluded*.

STUDENT INFORMATION

Name: _____ Phone: _____

School Name: _____ Personal Email: _____

Degree Program: _____ Department: _____

Expected Graduation: _____

TASKS TO COMPLETE

- Submit scientific report or poster presentation.
- Submit blog posts to Hannah Shultz at hannah-shultz@uiowa.edu.
- Send evaluation to preceptor.
- Submit student evaluation.
- Complete internship schedule.