

List the required skills or previous experience necessary for interning with your agency.

All interns should possess the KASH needed to work for the Y: knowledge, attitudes, skills and habits. A strong work ethic is required and a person who is intrinsically motivated will be most successful. Passion for supporting others in behavior changes is a must. A good understanding and skill set in motivational interviewing is a must. Individuals with graphic design experience and knowledge as well as the ability to follow brand standards would be a good candidate.

Special Requirements (i.e. special application, proof of health insurance, immunization, etc.)

Please note: All interns are required to purchase professional liability coverage for \$1,000,000.

All interns will be required to fill out both employment and volunteer paperwork. A background check and drug screen are required to complete this process. In addition, the potential intern will be interviewed by YMCA staff to determine if they are a right fit for the position. The intern will also have to ability to see if the internship provides them with what they are looking for.

List a description of duties your agency expects to be fulfilled by interns. Please include additional literature if desired.

A variety of options will be available for the intern to review. Based on the needs of the Y at the time as well as the needs and interests of the intern, a comprehensive internship plan will be developed. Most efforts and outcomes will be based on: increasing physical activity, healthy eating, long-term and sustainable behavior change, and achieving a health weight- all to prevent, delay, or manage the onset of chronic diseases. An internship plan may include some of the duties outlined below.

- design, produce and prepare health education materials and presentations
- plan and implement (including marketing and promotion) health education events
- represent the Y and healthy living efforts at community and partner events and activities
- employee in service trainings
- health promotion presentations
- health coaching in 1 on 1 and small group settings
- health risk assessments
- aid with chronic disease program event launches
- research and assist in grant writing
- data input and analysis
- audit classes delivering evidence based curriculum for compliance
- welcome and retention calls to participants in chronic disease programs
- physician and healthcare provider outreach
- work with partner organizations and 3rd part payers

List any important information about your agency.

The YMCA is the nations leading non-profit organization working to strengthen communities through programs that build youth development, healthy living, and social responsibility. The YMCA of the Suncoast spans a 4 county radius and impacts thousands of members of our community each day. The YMCA of the Suncoast is a provider of the YMCA's Diabetes Prevention Program which is part of the CDC-led national diabetes prevention program. This evidence based program helps individuals reduce their risk for diabetes by 58% by making healthy choices around eating and physical activity. The YMCA of the Suncoast is also a provider of several other chronic disease management and prevention programs for: cancer, arthritis, balance, and heart disease.

Would you like to be added to the Department's list of approved sites for future interns? Yes No

FOR OFFICE USE ONLY: CONTRACT ON FILE: _____

Approval of Intern Coordinator: MMarsh Date: _____

Approval Expiration Date: 8-2016