

Prospective Internship Site Profile  
Department of Health Education & Behavior

Location: Gainesville FL Date: 7/10/14  
City State

Agency: Life South Community Blood Centers

Contact: Laura Bialeck

Address: 1221 NW 13th St Gainesville FL / 32601  
Street / PO Box City State / Zip

Phone: 352-334-1000 ext 41027 Fax: 352-334-1051

Email: lgbialeck@lifesouth.org Website: www.lifesouth.org

What semesters is your agency available to accept interns?

- Fall (August – December)       Spring (January – April)       Summer (May – August)

Normal work hours (Please indicate any evening or weekend time commitments):

***M-F, 9-5, Can work before or after hours***

Is office space available to interns?  Yes  No

Comments

Is a computer available to interns?  Yes  No

***shared***  
Comments

Does your agency offer paid or non-paid internships?  Non-paid  Paid (amount): \_\_\_\_\_

List other benefits your agency offers interns (i.e. housing, health insurance, travel reimbursement, etc.)

***N/A***

List required purchases for interning with your agency (i.e. parking pass, uniform, etc.)

***N/A***

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

**Public speaking experience. Event Planning, Marketing or public relations experience is a plus. Strong communication skills, both verbal and written. Strong time Management skills. Must be able to interact and work well with other interns. Microsoft suite office tools (Word, Excel, PowerPoint) experience. Must be able take initiative and responsibility of a task once instructions and guidelines have been given.**

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.

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

*Job description attached.*

**Intern Job Description:**

- Help raise awareness of the importance of donating blood and recruiting donors.
- Help educate the community on upcoming opportunities to donate blood.
- Help educate the community on the importance of Bone Marrow donations.
- Raise awareness of the National Donor Marrow Program and encourage those age 18-44 to join the bone marrow registry with NDMP.
- Send out PR and Marketing Materials for events and Blood Drives.
- Analyze results of blood drives to evaluate the effectiveness of each blood drive then decide if changes need to be applied.
- Create educational materials and guidelines for recruiters to use while coordinating different kinds of blood drives.
- Help coordinate, plan and execute LifeSouth events including Blood Drives, Community Events, Chairperson Luncheons, and other events for donors and supporters.

*While Interning at LifeSouth, interns will interact with the community through many types of events including:*

- 5 Points of Life Foundation Educational Presentations for children
- 5 Points of Life Foundation charity events including Race Weekend/Marathon
- UF Campus Events and Blood Drives including "What Colors Do You Bleed Blood Drive", Greek Blood Drive, and GatorsSavers Life Saving Event.
- High School Blood Drives throughout Gainesville and the surrounding Communities
- Operation Santa Delivery - LifeSouth's Largest Community Event (For Fall Interns Only)

List any important information about your agency.

**Not for profit agency that works with the public. LifeSouth allows for a great experience in both the Medical/Healthcare field and the community. This agency has a great deal of respect for the University because of how much the students do for the community and tries to give as many opportunities as possible to the students. We would love to have you come intern with us!**

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: MM Ward Date: \_\_\_\_\_

Approval Expiration Date: 8-2016