

Prospective Internship Site Profile
Department of Health Education & Behavior

Location: Stuart FL Date: 10/4/2017
City State

Agency: Martin County Healthy Start Coalition

Contact: Samantha Suffich

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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):

Monday- Friday 8:30am-5pm with occasional evening or weekend time commitments within the 40 hour work week

Is office space available to interns? Yes No _____
Comments

Is a computer available to interns? Yes No _____
Comments

Does your agency offer paid or non-paid internships? Non-paid Paid (amount): \$500/mo

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

Travel will be reimbursed

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

No required purchases

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

*Knowledge of SEO, social media management, and blog content writing
Basic knowledge in maternal and infant health content (breastfeeding, pregnancy, childbirth, etc.)*

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.

Must pass background check

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

*Engage community through social media to increase program awareness
Create blog posts on maternal and child health content every other week for website
Complete data entry in internal data system
Assist with program reporting through data collection in internal data system
Synthesize program data and assist in grant writing
Conduct focus group with African American community to gather qualifiable data on breastfeeding
Work with Executive Director to develop a program based on focus group data to increase breastfeeding rates within the African American community
Attend community meetings and serve on fundraising event planning committee*

List any important information about your agency.

Our agency will be addressing the following three strategies to improve birth outcomes in Martin County over the next 5 years:

- 1. Increase the number of women entering prenatal care in the first trimester and completing an adequate number of prenatal visits*
- 2. Reduce disparities in birth outcomes between black women and Hispanic and white women*
- 3. Increase the percentage of woman initiating and maintaining breastfeeding for 6 months or more*

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: _____ Date: _____

Approval Expiration Date: _____