

Prospective Internship Site Profile
Department of Health Education & Behavior

Location: Altamonte Springs FL Date: 12/7/2023
City State

Agency: AdventHealth Employee Health and Well-being

Contact: Sarah Hawkins

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Street / PO Box City State / Zip

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Which semester(s) is your agency available to accept interns?

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

Typical intern working hours (Please also indicate any evening or weekend time commitments):

M-Th 9AM-5PM, Friday 9-3PM; Hybrid- in office and remote

Is office space available to interns? Yes No Hybrid
Comments

Is a computer available to interns? Yes No _____
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.)

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

May be responsible for covering cost of background screening & drug test

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

Must be organized, interested in employee well-being

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

Must attend orientation and complete necessary onboarding application as a volunteer with AdventHealth

Provide a comprehensive list of health education internship duties, which will be assigned to your HEB senior intern. Please indicate with NCHEC Responsibility(ies) that align with each duty.

Ex: Plan and implement health promotion programs. (Responsibilities I, II, and III)

Assist in delivering workplace well-being programs and initiatives to AdventHealth employees (I, II, III)

Identify gaps in well-being programs and offerings (I, IV)

Program management for new initiatives (I, II, III, IV)

Engage with system well-being leads (V, VI)

Develop system materials to promote programs (VI)

Develop education and toolkits for health champions and well-being leads (II, III, IV)

Research trends in the field and provide recommendations for improvement (IV, VI)

Participate in ongoing partner management with well-being vendors

Special projects as assigned

List any important information about your agency.

AdventHealth is a large faith-based health care organization with over 92,000 employees located throughout the United States and focuses on providing whole person care.

Would you like to be added to the Department's list of approved sites for future interns?

Yes

No

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Approval of Department Internship Coordinator: _____