



**Position:** Public Health - Investigative Intern, Intervention & Prevention Resources (1 intern)  
**Semester:** Fall 2019  
**Location:** Abrams Public Health Center, 3950 S Country Club Rd  
**Supervisor:** Program Specialist, PCHD Youth, Health, & Safety Program

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### Background

Children and Youth with Special Health Care needs is an underserved population in our community. Youth, Health, and Safety within the Pima County Health Department is looking for an Investigative Intern to better understand. The project will involve investigation of the surveys and data about children with special health care needs at the city, county, and state level, conduct case studies, and review best practices to build the knowledge base among public health staff of intervention and prevention resources necessary to this population. This project will inform the community health needs assessment and community forums.

### Position Summary

The Pima County Health Department is seeking a student intern to provide project support conducting a review and investigation regarding children and youth with special health care needs. The tasks and project objectives identified include:

- Investigate previous city, county, and state level surveys conducted amongst this children and youth with special health care needs, barriers to care, availability of resources for children and youth with special health care needs.
- Collect literature, case studies, statistics, qualitative data, etc. relating to children and youth with special health care needs in the City of Tucson, Pima County, and the State of Arizona
- Propose ways to inform about families, children, and youth with special health care needs about the data, research, and resources.

The position will provide the intern with an opportunity to gain valuable work experience in designing a community intervention – including goal setting, collecting/analyzing data, developing an action plan, pilot-testing an intervention, and monitoring/evaluating processes and outcomes. The intern will also gain experience working with an interdisciplinary team of public health professions.

### Intern Project Deliverables

Project report requires the inclusion of citations, methodology, existing guidelines, and model practices for the different sub-disciplines of public health, discussion of challenges as well as gaps in guidance and directives. Tasks included but not limited to:

1. PowerPoint slides providing discipline or program specific details of findings and key takeaways
2. Flier providing an overview of data captured
3. Messaging Points: how to communicate with stakeholders or constituents e.g., flyers and social media posts
4. Other handouts that provide glossary of key terms, useful resources or trainings, etc.



5. Propose future project ideas and follow up activities
6. Presentation to PCHD collaborators regarding project results

### Preference

The ideal candidate is a quick and eager learner, detail oriented, organized and highly efficient, and has excellent communication and writing skills. Able to dedicate a minimum of one semester and has reliable transportation.

This is an unpaid position with a flexible work schedule.

### Responsibilities

#### Recent Graduate or Junior/Senior Level Student:

- Assist in development of project plans and reporting of project status along with other documentation;
- Support project managers to plan, coordinate, and execute the project/tasks efficiently;
- Attend team meetings, assist with agenda, and report project status along with other documentation;
- Assist with coordination of internal resources for project;
- Assist project managers with investigate and formulating solutions;
- Assist with data collection logistics, including proper preparation of all materials;
- Assist with data entry as needed;
- Assist with report formatting and citation management;
- Assist in development of method for collecting and analyzing data;
- Assist in development of summary report of all data findings;
- Meet with Site Supervisor weekly to submit completed assignments and discuss progress;
- Comply with all Pima County policies.

### Minimum Qualifications

- Able to complete and pass the Pima County Defensive Driving course, if required to go to other sites.

### How to Apply

Submit a completed [internship application](#)

Immediate submissions are welcome and will be reviewed promptly. This internship position posting will be removed once the position is filled. **No phone calls, please.**