



Fellowship Name: Consumable Hemp Product and Environmental Protection Fellowship

## Fellowship Details

**Host Site Organization Name:** Texas Department of State Health Services

**Host Site Division/Program:** Consumer Protection; Consumable Hemp Program

**Host Site/Fellowship Location:** 1100 West 49<sup>th</sup> Street, Austin, Texas 78756

**Host Site Workplace Setting:** Combination of onsite and virtual

**Workplace Setting Description:** Telework most of the time and travel to onsite locations for statewide inspections. The fellow will also have opportunities to travel to conferences, staff meetings, and trainings.

**Public Health Core Disciplines:** Environmental Health Sciences Health Policy and Management

**Primary Fellowship Focus/Topics:** Public Health Law Policy Development

## Fellowship Overview

### Host Site Mission

The Texas Department of State Health Services (DSHS) mission is to improve the health, safety, and well-being of all Texans. The Consumable Hemp Program helps achieve this by ensuring consumable hemp products in commerce are safe, labeled properly, and meet quality standards. The Program also aims to ensure facilities participating in the manufacture, distribution, and retail sale of consumable hemp products are licensed and adhere to statutes and regulations.

### Fellowship Projects

The fellow will assist in inspections, complaint investigations, research projects, participate in policy and guidance activities, and conduct quality assurance reviews. They will also assist to update and review procedures and guidance documents.

### Fellowship Deliverables

- Passing the Registered Sanitarian Exam.
- Completion of 25 joint inspections with Sanitarian III (training officer).
- Attend trainings, national conferences, and state conferences.
- Review and endorse inspection reports.
- Prepare enforcement cases.

### Fellowship Activities/Responsibilities

The fellow will gain knowledge of state laws and regulations pertaining to the manufacture, distribution, and retail sale of Consumable Hemp Products, food and drug safety and labeling with full professional competence in conducting inspections of food and drug manufacturers, retailers, and wholesale food and drug distributors. The fellow will use and care for inspection equipment, technical writing, and oral communication; communicate technical information while being tactful and diplomatic in adverse situations; interact with professionals at all government and industry levels; use proper inspection procedures and logic pathways to determine licensees' compliance status. The Fellow will interpret policy and procedures and respond to internal and external customer inquiries. The fellow will assist in joint inspections, support the Operations Team reviewing and endorsing inspection reports, prepare enforcement cases, interact with industry and stakeholders, collaborate with other food and drug

# 2025-26 Texas Public Health Fellowship

Fellowship Name: Consumable Hemp Product and Environmental Protection Fellowship

## Salary and Benefits

**Annual Salary:** Tier 2, \$56,000

All fellows will be eligible for DSHS employee [benefits](#) including [health insurance](#) and leave.

## Travel

**Percent Travel:** 50%

**Travel Description:** The fellow will travel to conduct inspections. The fellow will travel to staff meetings, trainings, and conferences statewide.

## Required Applicant Qualifications

*(The following qualifications are REQUIRED. Do NOT apply to this position unless you currently meet or plan to meet these requirements by the start of the Fellowship, June 1, 2025.)*

**Required certification/license:**

No requirement

**Ability to Speak in Spanish:**

No Requirement

**Ability to Write in Spanish:**

No Requirement

## Preferred Educational Qualifications

*(The following preferences are guidelines provided by the Host Site. These are NOT requirements. Host Sites prefer that applicants have completed or are currently working toward these.)*

**Preferred Level of Education:** Bachelor's Degree from an accredited college or university including at least 30 semester hours in a basic or applied science.

## Preferred Specialized and Technical Skills

*(The following skills will be a focus during this Fellowship position. If you have or are interested in developing data analysis skills or building technical skills in the software listed below, this could be a good Fellowship position for you.)*

**Data Analysis Skills:**

No Preference

**Statistical Software Skills:**

No Preference

**Statistical Software:**

None.

**Other Software:**

Microsoft Office (Word, Excel, Teams, and PowerPoint)