

Internship Title:

Public Health Emergency Preparedness Planning Internship

Internship Location:

5425 Polk St, Houston, TX 77023; In-person only (hybrid; in-person for weekly team meetings and selected regional partner meetings and events)

Preceptor Name and Title:

James Meaux, Senior Public Health Emergency Preparedness Planner

Brief Description

This internship experience will expose the candidate to the overlapping practice area between public health and emergency management, preparing for and responding to public health emergencies such as pandemics, outbreaks, impacts of severe weather, and biological and chemical terrorism. The intern will learn to define the emergency preparedness cycle; describe the steps involved in emergency planning; apply emergency planning concepts and the preparedness cycle to public health problems; distinguish between different types of planning documents; assess the roles and responsibilities of public health entities in an emergency; assemble a tactical plan (task-sheet) for a single, simple emergency operations task. These learning objectives will be accomplished through on the job mentoring by staff with experience in emergency planning and responding to public health emergencies, as well as through small guided projects allowing for application of learned concepts.

Approximate Total Weekly Hours:

20 - 40

Paid:

☐ Yes

☒ No

DSHS Division:

Regional and Local Health Operations

Program:

PHR 6/5 South (Preparedness and Response Program)

Disciplines of Public Health

<input type="checkbox"/> Biostatistics/Data Analytics	<input type="checkbox"/> Epidemiology	<input type="checkbox"/> Health Promotion
<input type="checkbox"/> Health Communication	<input checked="" type="checkbox"/> Program Planning	<input type="checkbox"/> Health Administration
<input type="checkbox"/> Environmental Health	<input type="checkbox"/> Research	<input type="checkbox"/> Program Evaluation
<input type="checkbox"/> Policy Analysis and Development	<input checked="" type="checkbox"/> Other: Public Health Emergency Preparedness and Response	

Internship Details

Intern Activities

- Participate in planning workgroups, committees, and meetings with regional public health and emergency management partners
- Review existing and draft emergency plans to understand public health's roles and interventions in selected emergencies

- Contribute to drafts of emergency planning documents
- Assist with and participate in presentations about public health emergency planning
- Click or tap here to enter text.

Intern Deliverables

- A tactical plan (task-sheet) for a single public health emergency operations task
- A short presentation on a public health emergency intervention and plan
- Click or tap here to enter text.

As part of an end-of-semester celebration of the interns, the intern will give a brief PowerPoint or poster presentation of their project and experience to an audience of DSHS staff and university partners.

Applicant Qualifications

Required	Skill
	<input checked="" type="checkbox"/> Microsoft Office: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Word <input type="checkbox"/> Excel <input checked="" type="checkbox"/> PowerPoint
	<input type="checkbox"/> Statistical Analysis applications (SPSS, STATA, etc.)
	<input type="checkbox"/> Tableau or similar applications
	<input type="checkbox"/> Other software applications
	Academic Level Undergraduate
	Any other skills required (soft or technical) Click or tap here to enter text.
Preferred	Skill
	<input checked="" type="checkbox"/> Microsoft Office: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Word <input checked="" type="checkbox"/> Excel <input checked="" type="checkbox"/> PowerPoint
	<input type="checkbox"/> Statistical Analysis applications (SPSS, STATA, etc.)
	<input type="checkbox"/> Tableau or similar applications
	<input type="checkbox"/> Other software applications Click or tap here to enter text.
	Academic Level Undergraduate or graduate
	Any other skills required (soft or technical) Technical writing, public speaking

Application Instructions

Qualified and interested applicants must submit the following items to the contact below:

<input checked="" type="checkbox"/> Application	<input type="checkbox"/> Letter of Interest	<input checked="" type="checkbox"/> Two letters of recommendation Instructions: Letters from current or former supervisor or faculty members (in lieu of reference checks).
<input checked="" type="checkbox"/> Resume	<input checked="" type="checkbox"/> Writing Sample	<input type="checkbox"/> Other documents: Click or tap here to enter text.

Contact Information

Contact Name and Information	Name: Craig Gilden Credentials: MEd Title: Education Coordinator Email: internships@dshs.texas.gov
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