



Title:

Worksite Wellness Intern

Internship Location:

Hybrid of In-Person/ Temple, TX and Virtual

Preceptor Name and Title:

Francesca Austin Campbell-
Manager

Brief Description

Working under staff direction, individually or in small groups, to coordinate, schedule, and facilitate work site wellness programs for DSHS employees in Public Health Region 7. Activities may include revising, executing, and analyzing annual program assessment survey; using assessment data to recommend, develop, and implement wellness activities; developing a bi-weekly wellness tips one pager; gathering and posting materials for bulletin boards and signage; and coordinating monthly lunch-n-learns. Actual activities will be determined during development of the student work plan. (1) Apply training and concepts learned in coursework. (2) Increase knowledge of public health program planning and development. (3) Increase confidence as public health partitioner and develop opportunities for professional contacts and networking.

**Approximate Total
Weekly Hours:**
15-20

Paid:

☐ Yes

☒ No

DSHS Division:

Region 7

Program:

Public Health Assessment &
Outreach

Disciplines of Public Health

<input type="checkbox"/> Biostatistics/Data Analytics	<input type="checkbox"/> Epidemiology	<input checked="" type="checkbox"/> Health Promotion
<input checked="" type="checkbox"/> Health Communication	<input checked="" type="checkbox"/> Program Planning	<input type="checkbox"/> Health Administration
<input type="checkbox"/> Environmental Health	<input checked="" type="checkbox"/> Research	<input checked="" type="checkbox"/> Program Evaluation
<input type="checkbox"/> Policy Analysis and Development	<input type="checkbox"/> Other: Click or tap here to enter text.	

Internship Details

Intern Activities

- Use assessment data, literature reviews, and stakeholder input to recommend, develop, and implement evidence-based worksite wellness activities
- Develop and execute procedures for wellness resources
- Develop bi-weekly wellness tips on one-pager Write monthly worksite wellness section in newsletter
- Evaluate wellness program initiatives
- Establish a wellness workgroup

Intern Deliverables: May Include:

- Wellness program assessment
- Wellness tip one-pager, newsletter article, and/or signage

- Wellness resource list

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 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
	Academic Level Click or tap here to enter text.
Preferred	Any other skills required (soft or technical) Good written and spoken communication and visual communication skills (flyers and similar visual aids)
	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 Click or tap here to enter text.	
Any other skills required (soft or technical) Click or tap here to enter text.	

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 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 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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