



## **Public Health Internship Job Description**

### **About the Center of Wellness for Urban Women (CWUW)**

Center of Wellness for Urban Women (CWUW) empowers women and their families living in urban communities to take action for their health and well-being through education, advocacy, prevention, and care. By helping women create a culture of wellness using the 7 Dimensions of Wellness, women and their families develop skills and tools to address all aspects of their lives to improve their quality of life and make better lifestyle choices.

### **Position Description**

CWUW is seeking a current college student, current graduate student, or recent college graduate interested in serving as an intern by assisting staff in developing skills in public health and health promotion. The Public Health internship offers the opportunity to gain professional experience while assisting with and leading the development and advancement of programs and initiatives that improve health outcomes for women and their families. The intern would have a passion for developing strategies that aid in directly reaching consumers and helping them improve their well-being.

### **Specific Responsibilities**

Responsibilities include, but are not limited to, the following:

- Demonstrated skills in practical one-on-one and group communications and comfort with working with all levels of community leaders, volunteers, and staff.
- Address Maternal-Child health outcome disparities, Diabetes Prevention, and overall health and wellness by providing education, technical assistance, advocacy, public awareness, and research.
- May assist in designing, developing, and conducting targeted training initiatives.
- Assist in the coordination and logistics of community outreach events.
- Outreach and retention efforts of participants and clients

### **Qualifications**

- Strong writing and research abilities.
- Knowledge of Microsoft Office applications.
- Experience with databases is a plus.
- Good interpersonal skills and attention to detail.
- Ability to work effectively in a team setting
- A demonstrated commitment to CWUW's mission and values.
- Unimpeachable ethical standards and personal integrity.
- Interest in Public Health or Social Services; or progress toward a Master's degree in Public Health, Social Work, Health Education, or a related field.

- Valid Indiana State driver's license.

### **Hours, Start Date, and Duration**

Flexible within business hours. A firm commitment of 15-20 hours per week is required. The internship will start at a mutually agreed-upon date and may continue through the 2023/2024 academic year, depending on mutual interest and satisfactory performance.

### **How to Apply**

To apply for the position, please submit a cover letter, resume, and one-page writing sample by email to [rbayless@cwuonline.org](mailto:rbayless@cwuonline.org) (please put "Public Health" in the subject line. The position is available for immediate placement, with applications considered on a rolling basis. Candidates are encouraged to submit applications as early as possible. ***No phone calls, please.***

While the above describes the position's essential functions, other duties may be assigned.

***Center of Wellness for Urban Women is an equal-opportunity employer.***