

Internship Site Application 2024 PHUSP

Start of Block: Contact & Org Info

Introduction

Internship Site Registration

Thank you for your interest in hosting an intern from the Pitt Public Health Undergraduate Scholars Program (PHUSP)!

Intern Availability: Interns will make an initial visit to internship sites on June 12, 13, or 14, 2024 to meet their supervisors. They will be fully engaged at their internship sites from June 17 - July 24, 2024. Interns should work at their internships for a minimum of 20 hours/week and a maximum of 28 hours/week. They are available to work full shifts on Tuesday, Wednesday and Thursday and half-day shifts during the afternoons on Monday and Friday. Monday and Friday mornings are reserved for programming at Pitt Public Health.

Registration & Matching: All prospective internship sites must fill out this form, which will be used to match interns with projects. In making the matches, PHUSP considers the scope of work of the internship, an intern's skills and interests, and program needs.

Please note that if your organization is able to host more than one intern in summer 2024, a separate form is required for each intern. Each intern should have a different project, but can share a supervisor.

Next Steps: The PHUSP team will evaluate the registration forms to select internship sites and make matches. Matches should be completed by early May 2024. A required online orientation session will take place in May after matches have been made. Also, our CDC funding requires that there be an affiliation agreement in place between the University and internship sites. If your organization is new to PHUSP in 2024, we will forward you the agreement template for review and signature.

If you have any questions or if you need assistance or accommodation to complete this application, please email Hannah Covert at hcovert@pitt.edu.

Application Captcha Before you proceed to the survey, please complete the captcha below.

Org Name Name of Organization:

Org address Address of Organization (please list the location where the intern will report):

Street Address _____

City _____

State _____

Zip _____

Contact First Name Contact Person First Name:

Contact Last Name Contact Person Last Name:

Contact Prefer Name Preferred Name of Contact Person: (if different from above)

Contact Title Contact Person Title:



Contact email Contact Person Email Address:



Contact Phone Contact Person Phone Number:

Contact vs. Super Will the contact person listed above serve as the intern's supervisor?

- Yes
- No
- I'm not sure right now, but will let you know

Display This Question:

If Will the contact person listed above serve as the intern's supervisor? = No

Super Contacts Please provide the name and contact info of the supervisor:

- First Name _____
- Last Name _____
- Title _____
- Email _____
- Phone _____

Org Type What is your organization type?

- Non-profit community-based organization
- Academic or research institution
- Health department
- National health organization
- Federal agency
- Private for-profit organization
- Other _____

End of Block: Contact & Org Info

Start of Block: Internships

Comm Org What is the disciplinary focus of the internship project? (check all that apply)

- Behavioral and Community Health
- Biostatistics
- Climate and Health
- Environmental Justice
- Environmental and Occupational Health
- Epidemiology
- Health Equity or Health Disparities
- Health Policy and Management
- Human Genetics
- Infectious Disease
- Maternal and Child Health
- Other _____

Page Break _____

Intern Proj Please describe the internship project, including the goal and objectives. Provide as detailed an answer as possible at this point in time.

Intern skills Ideally, what skills would you like the intern to have (e.g., specific coursework, major, computer or software skills, soft skills)? We will do our best to match an intern with these skills, but we cannot guarantee it.

Expectations What expectations do you have of the intern?

Page Break

Activities What types of activities will the intern carry out? (Select all that apply)

- Community Engagement
- Community Needs Assessment
- Data Collection: Quantitative
- Data Collection: Qualitative
- Data Analysis: Quantitative
- Data Analysis: Qualitative
- Health Communication
- Health Education
- Health Promotion
- Literature Review
- Policy Review
- Professional Shadowing
- Program Evaluation
- Program Planning
- Systematic Review
- Systems Thinking
- Other _____

End of Block: Internships

Start of Block: Logistics

Mode How will the intern's work be completed?

- In-person
 - Hybrid
-

Workspace Will workspace and any necessary office equipment be available to the intern at their internship site? (PHUSP interns will all have a laptop.)

- Yes
 - No
-

Clearances Will the intern need to obtain Pennsylvania Child Protection Clearances due to interaction with children during the internship?

- Yes
 - No
-

Display This Question:

*If Will the intern need to obtain Pennsylvania Child Protection Clearances due to interaction with c...
= Yes*

Ages What is the age range of the children with whom the intern will interact?

- 3 and 4 year olds (Pre-K)
- 5 to 10 year olds (Elementary School)
- 11 to 13 year olds (Middle School)
- 14 to 17 year olds (High School)

Other clearances Will the intern need to obtain any other kind of clearance or fulfill other requirements before starting work?

- Yes, they will need to: _____
- No
-

CITI Will the intern need to complete CITI training?

- Yes
- No
-

Display This Question:

If Will the intern need to complete CITI training? = Yes

Q48 Will the intern need to complete their CITI training before the start of the internship or can they complete it on the job?

- They should complete it before starting
- They can complete it on the job.
-

Transport Is the internship site accessible to Pittsburgh Regional Transit (bus or rail)?

- Yes
- No

End of Block: Logistics
