

*The Division of Maternal and Child
Health Workforce Development wants
YOU!*



The Division of Maternal and Child Health Workforce Development (DMCHWD) is recruiting graduate students and undergraduate seniors interested in becoming leaders in Maternal and Child Health for a Winter/Spring 2018 Practicum/Internship experience.

Applications are accepted on a “rolling” basis, though all applications for Winter/Spring 2018 should be submitted by 11:59 P.M. on 8/25.

NOTE: THE DEADLINE HAS BEEN EXTENDED TO 11:59 P.M. ON 9/8.

Questions? E-mail Samantha Croffut at SCroffut@hrsa.gov



About the Internship

DMCHWD accepts applications on a “rolling” basis for Winter/Spring, Fall, and Summer internships from highly motivated graduate students and undergraduate seniors in good standing at schools of public health or other health-related training programs in the United States. The DMCHWD Internship is designed to educate, engage, and support future leaders in Maternal and Child Health (MCH).

Applicant Requirements

- Graduate students **must** be enrolled at least half-time in a graduate program as verified by the student’s institution of higher learning.
- Undergraduate seniors **must** be enrolled at least half-time in an undergraduate program as verified by the student’s institution of higher learning. Current juniors/”rising” seniors may apply for a summer internship, assuming they will enter their fourth year in the fall.
- Post-graduate students will be considered on a case-by-case basis.
- An applicant must be a United States citizen or foreign national having in his/her possession a visa permitting permanent residence in the United States.

Internship Requirements

- The internship is located in Rockville, Maryland and is Metro accessible.
- This is an **unpaid** experience. Students are responsible for all costs associated with the internship, including room/board, transport, and other living expenses.
- A 200-hour (6- to 8-week) minimum commitment is *strongly preferred*.

Other Information

- Students may apply for a winter/spring, fall, and/or summer internship at any time throughout the year. **Students should apply by 11:59 P.M. on January 25 (for Summer), April 25 (for Fall), and August 25 **deadline extended to September 8** (for Winter/Spring).**
- Flexibility in the internship work schedule will be accorded to accommodate concurrent academic coursework and responsibilities.

Intern(s) selected to work with DMCHWD will have the opportunity to help shape their experience based on interest areas. Possible focus areas may include:

- **Trainee Engagement:** Develop and sustain activities that encourage networking and engagement of current and former MCH trainees.
- **Emerging Issues:** Report and track emerging issues in Zika, audiology, transition, and autism.
- **MCH Training Program Data:** Analyze quantitative and qualitative data and produce summary reports.
- **Communications:** Contribute to the continued implementation of DMCHWD’s communications plan.
- **MCH Workgroups and Committees:** Participate in cross-cutting DMCHWD and Maternal and Child Health Bureau (MCHB) efforts, including topics around workforce development, autism, and children and youth with special health needs.

“Rolling” Recruitment

Interested candidates can submit the following documents *at any time* throughout the year. Applications received by January 25 will be considered for *Summer (or later) Internships*; by April 25 will be considered for *Fall (or later) Internships*; and, by August 25 **deadline extended to September 8** will be considered for *Winter/Spring (or later) Internships, as available*.

- **Internship Application Package:**

1. **Statement of Interest** (500-word max)

Please address each of the following:

- *General Guiding Questions:* What do you hope to gain from this internship experience? What makes you passionate about maternal and child health? How does this internship align with your career goals?
- *Health Equity and Diversity Guiding Questions:* How have your experiences shaped your definition of diversity? What does it mean for you to have a commitment to diversity? In your opinion, what is the purpose of promoting health equity over health equality?
- *Training Program Involvement:* Have you been involved with any of DMCHWD’s graduate or undergraduate education programs? If so, please describe your involvement.

2. **Resume/Curriculum Vitae**

3. **Unofficial Transcript** (most current)

- **Statement of Availability:**

1. **Term of Availability** for internship, generally:

- Winter/Spring → e.g., January through May
- Summer → e.g., June through August
- Fall → e.g., September through December

2. **Number of Days of Availability** (excluding weekends and holidays) – e.g., 3-4 days per week.

3. **Number of Hours Required for Internship** (if applicable) – e.g., 320 total hours needed. **Please note that a 200-hour (6- to 8-week) minimum is strongly preferred.**

4. **Any Concurrent Academic Coursework and Responsibilities** – e.g., Working as a Graduate Research Assistant two days per week on Tuesdays and Thursdays.

Interested Candidates

Interested candidates are encouraged to:

- Check out the MCH Training Program Website at: <http://mchb.hrsa.gov/training/>.
- Join the DMCHWD Email Lists for additional announcements and opportunities at: https://mchb.hrsa.gov/training/listservs_mchtraining.asp.
- Submit the following: 1) **Internship Application Package** and 2) **Statement of Availability** (as outlined above) to Samantha Croffut at SCroffut@hrsa.gov.
- Contact Samantha Croffut for questions about the DMCHWD internship experience.

We look forward to continuing to work with talented trainees at MCHB!

