



Wisconsin AHEC
**Community Health
INTERNSHIP** Program

Deadline: February 16, 2015
Program dates: June 8-July 21, 2015

****INTERNSHIP APPLICATION AVAILABLE****

**Community Health Internship Program (CHIP)
Summer 2015**

DEADLINE TO APPLY: Monday, February 16, 2015

Application available at: <http://www.ahec.wisc.edu/chip>

Wisconsin AHEC invites you to participate in the Community Health Internship Program (CHIP): a paid internship program for undergraduate and graduate students interested in community health.

Interns are placed throughout the state in various locations including public health departments, community health centers, and other community organizations. CHIP mentors provide support and facilitate shadowing opportunities to help interns gain an understanding and appreciation of the broad range of public health activities undertaken at the local level. Interns work full-time for 8 weeks and participate in webinars/training sessions about community health principles. Academic credit may be possible depending on your degree program.

AHEC offers two distinct programs, both running from June 8 to July 31, 2015 and providing a stipend of \$2400 for the eight weeks. The **Milwaukee CHIP program** is operated by Milwaukee AHEC, with core activities based in Milwaukee and project sites in Milwaukee, Racine, Kenosha, and Waukesha counties. All other Wisconsin locations are included in the **Statewide CHIP program** operated by the AHEC Program Office in Madison. You may apply to either program, or both, using one online application.

Highlights of recent CHIP project themes (and examples):

- **Grassroots efforts** to engage ethnically diverse, low-income community members
- **Chronic disease prevention:** community physical activity promotion campaign
- **Environmental health programs:** sampling and analysis of beaches, pools and wells
- **Local policy and program development:** conduct community health assessments
- **Health education:** training curriculum for day care providers
- **Improving access to healthcare services:** development of a free clinic
- **Marketing and communication:** implementation of social media and videos
- **Research:** survey design, focus groups, statistical methods, literature searches

To be eligible for the CHIP program, applicants must:

- be a Wisconsin resident or student attending a college or university in Wisconsin
- be a U.S. citizen or permanent resident
- have a GPA of 3.0 or higher
- have completed at least two years of college coursework by June 2015
- have a demonstrated and/or well-articulated interest in public health

This is a highly competitive program. Most internships are awarded to current juniors, seniors, or graduate students.

The full application requires:

- 1) Completion of the online application
- 2) Two letters of recommendation
- 3) A complete set of official transcripts from all colleges/universities attended for 12 or more credits

[Note: Transcripts and letters of recommendation are not required from applicants who have already been accepted into the UWSMPH PRIME program.]

Application deadline: Monday, February 16, 2015 by 8am

Application, project sites, and requirements are available at: <http://www.ahec.wisc.edu/chip>

About the Program

The Wisconsin AHEC Community Health Internship Program (CHIP) links undergraduate and graduate student interns with local health departments, tribal health departments, community service agencies, and community health centers throughout Wisconsin to address a variety of public health issues. Projects vary widely to suit interns' interests and abilities and local needs. Interns gain valuable public health knowledge, skills, and experience while providing host sites with the human resources needed to strengthen and extend their practice in ways that might not otherwise be possible. On-site mentors provide technical support and assistance and facilitate shadowing opportunities to help interns gain an understanding and appreciation of the broad range of public health activities undertaken at the local level. The program would not be possible without the dedication and commitment of these community health professionals.

2015 Program Details

The 2015 program will begin with an orientation day in Madison on Friday, June 5th. Students will report to program sites on Monday, June 8th and work full-time for eight weeks, through Friday, July 31st. Past interns have engaged in program and policy development, monitoring, evaluation, research, and education on a variety of health issues. In addition to activities at the host sites, students also participate in a web-based public health curriculum. A similar program is offered in Milwaukee. If you are interested in placement in Milwaukee CHIP, you must rank it as one of your top two choices. If you are accepted for Milwaukee CHIP, you will receive an email notification along with a list of Milwaukee CHIP projects from which to choose your summer assignment.

Interns receive a stipend of \$2,400 for their full-time commitment throughout the 8-week program. Extensions for an additional month can be arranged. We try to match students to locations where they have housing, but we can occasionally provide assistance with housing for students who require it.

Timeline

December - February

The student application is available online in mid-December and recruitment begins; applications for the statewide program are due on February 16, 2015. Applications for the Milwaukee only program are due February 27, 2015.

March - April

Applications, transcripts and letters of recommendation are collected and reviewed by the AHEC program office, with the assistance of several other reviewers. Before any offer is made to an applicant, the prospective mentor has an opportunity to review the student's application and concur with the preliminary selection. The student is then notified and asked to contact the mentor to discuss the project. If both are agreed that it will be a good match, the student is offered the position.

May

Final arrangements are in place and students secure local housing if necessary. The regional AHEC offices may assist students with local arrangements.

June - August

Orientation is held on June 5, 2015. Students proceed to their sites and begin work the following Monday, **June 8th**. The Milwaukee program begins with a separate orientation and seminar program. Most internships are eight weeks long and conclude at the end of July.



Contact Courtney Saxler, Statewide CHIP Coordinator, with any questions:
internships@ahec.wisc.edu, 608-265-6323



**Wisconsin Area Health Education Centers (AHEC)
Statewide Community Health Internship Program (CHIP)**

Partnership Agreement

Wisconsin Statewide CHIP creates a 3-way partnership among local public health agencies or healthcare providers, student interns, and the Wisconsin Area Health Education Center System. The success of the program depends on partners having both an appreciation for the roles they play in the partnership and a commitment to collaborative learning.

Local public health departments, community agencies and health centers...

- Designate a project or projects to which the intern will be assigned;
- Designate a primary mentor for the intern;
- Develop a work plan with goals and objectives to guide the intern in his/her activities;
- Provide opportunities for shadowing and other experiences to allow interns to gain a broad understanding of the roles and responsibilities of local health departments and/or community health centers;
- Provide regular opportunities for the intern to receive guidance and feedback;
- Participate in the orientation and training and other distance education opportunities coordinated through AHEC;
- Communicate regularly with the program coordinator to address, in a timely manner, any issues that arise;
- Provide an adequate work environment (including space, supplies, etc.) for the intern to effectively carry out his/her duties;
- Provide mileage reimbursement to intern for work-related travel;
- Evaluate the internship program in collaboration with WI AHEC and interns.

Student interns...

- Commit to working full time (40 hours per week) for the 8-week duration of the internship;
- Actively participate in the orientation and training day and distance education webinars and assignments coordinated through AHEC;
- Perform all duties related to their assigned projects in a professional manner;
- Respect and abide by the policies, procedures, and expectations of the local health department hosting the experience;
- Seek out guidance and feedback from their mentors;
- Communicate regularly with the program coordinator to address, in a timely manner, any issues that arise;
- Complete and submit paperwork required by either AHEC or local health departments in a timely manner;
- Arrange for their own housing and daily transportation to and from the worksite;
- Evaluate the internship program in collaboration with WI AHEC and local agencies.

Wisconsin AHEC...

- Facilitates matching of interns with local public health departments;
- Coordinates orientation and training to provide interns with basic information and resources needed for their CHIP experience;
- Provides stipends to interns;
- Serves as liaison between interns and local health departments to ensure effective working relationships;
- Develops and coordinates regular opportunities for program partners to learn and dialogue;
- Evaluates the internship program in collaboration with interns and local agencies.