



### **Fall 2025 Internship Opportunities**

**CHHS has TWO Fall 2025 internship opportunities.** The Center continues to offer opportunities for students to be engaged in community and professional settings where they may practice their skills and gain experience with a variety of audiences and public health programming as part of internship experiences offered.

Students are encouraged to visit the CHHS website at [www.mtsu.edu/chhs](http://www.mtsu.edu/chhs) to download and complete an application packet. Completed packets should be submitted to Dr. Cynthia Chafin MCHES®, NBC-HWC at [Cynthia.chafin@Mtsu.edu](mailto:Cynthia.chafin@Mtsu.edu) for consideration. Students should indicate on the application which project is of interest.

## Internship Project #1 – Bereavement Support for Grieving Families

**Project Description:** This intern will support CHHS staff in work specific to an externally funded grant involving infant death scene investigation by trained first responders. A bereavement resource is made available to first responders as part of training facilitated by MTSU CHHS. Updates are made to this resource annually. The student intern will be responsible for making calls, sending e-mails, and other methods of collecting updated data for the resource materials for a revised edition of the publication. The student will be asked to track progress with communications and updates and will be asked to assist program coordinator with day-to-day tasks associated with the program to understand how a large, statewide professional provider training program is implemented. This student may also provide support in tasks necessary for grant administration for this and other grants administered by MTSU CHHS.

\*Student will be required to be onsite at CHHS 1-2 days per week (schedule is flexible) with some remote work.

Responsibilities under supervision of CHHS staff will include:

- Being responsible for updating entries in the current bereavement resources manual through e-mails, phone calls, and other communications with community partners;
- Assisting Sudden Unexpected Infant Death (SUID) program coordinator with day-to-day tasks associated with the program to gain an understanding of how a large, statewide professional provider training program is implemented;
- Participating in planning meetings and calls with professionals involved in said programs, as well as monthly staff meetings;
- Developing, with assistance from site supervisor and academic advisor, 2 goals (broad) and 4 objectives (specific) that this project will accomplish;
- Being responsible for identifying and developing a “project within the project” which is approved by his or her advisor and that expands the scope of the project and/or aligns with student goals and personal interests;
- Completing weekly progress reports for CHHS as well as those of the sponsoring academic department.

Requirements:

- Student should be currently enrolled or be a recent graduate;
- Individuals applying for this internship should be willing to commit a total of 360-400 hours to this internship over a semester;
- \*Student will be required to be onsite at CHHS 1-2 days per week (schedule is flexible) with some remote work;
- Ideal candidates will be proficient in all Microsoft applications, have the ability to follow instructions, and be willing to engage with members of the health professional community via e-mail, phone calls, and other means of communication.
- Should be organized and possess excellent verbal and written communication skills;
- Able to work in a team environment as well as independently with minimal supervision;
- An interest in maternal/child health is preferred.

## **Internship Project #2 – Safe Stars – Data Collection and Reporting/Social Media and Educational Materials Development**

**Project Description:** This intern will support the work being implemented as part of the MTSU CHHS Safe Stars project. Safe Stars is a collaboration between the Tennessee Department of Health and the Vanderbilt Youth Sports Health Center. The Safe Stars Initiative recognizes youth sports leagues throughout Tennessee for providing the highest level of safety for their young athletes. Safe Stars consists of three levels: Gold, Silver, and Bronze, and involves implementation of policies around topics such as concussion education, weather safety and injury prevention. This intern will work with the MTSU RCORP team to assist with the development of a social media campaign for the Safe Stars initiative as well as assist with data collection for assessment of the program.

The Center will offer opportunities for interns to be engaged in community and professional settings when possible specific to Safe Stars and other CHHS projects, where they may practice their skills and gain experience with a variety of audiences and public health programming as part of this internship experience.

Responsibilities under supervision of CHHS staff may include:

- Assist with data collection and reporting efforts.
- Research and learn more about sports injury prevention.
- Research best practices for social media.
- Develop a social media calendar and posts/infographics for a multi-year campaign focusing on Safe Stars and sports injury prevention.
- Identify with support from the CHHS team areas of interest to include in fact sheets specific to Safe Stars and sports injury prevention.
- Assist in development of content for fact sheets to be used by TDH with current and prospective Safe Stars organizations.
- Participate with preceptor and/or CHHS staff in meetings, calls, and other communications with other departments, faculty, staff, community partners, and funders pertinent to project activities.
- Completing weekly progress reports for CHHS as well as those of the sponsoring academic department.
- Participate in monthly CHHS team meetings.

Requirements:

- The student should be currently enrolled or be a recent graduate.
- Individuals applying for this internship should be willing to commit a total of 360-400 hours to this internship over a semester for undergraduates, or 180 hours for graduate students.
- Ideal candidates will be proficient in all Microsoft Office applications, have the ability to follow instructions, and be willing to engage with the CHHS team, members of the campus community, community partners, and funders.

- Should be energetic, enthusiastic, organized and possess excellent verbal and written communication skills.
- Able to work in a team environment as well as independently with minimal supervision when needed.
- Knowledge of Canva, Venngage or other design platforms is preferred.

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