



Spring 2026 Internship Opportunities

CHHS has two Spring 2026 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 to download and complete an application packet. Completed packets should be submitted to Dr. Cynthia Chafin MCHES®, NBC-HWC at Cynthia.chafin@Mtsu.edu for consideration. Students should indicate on the application which project is of interest when there is more than one opportunity posted.

Internship Project #1 – 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 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.
- Undergraduate and graduate students applying for this internship should be willing to commit at least 180 hours to the internship, though CHHS is committed to working with students and faculty to ensure that departmental requirements are considered when determining total internship hours.
- 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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Internship Project #2 – Grant Administration, Implementation, and Dissemination

Project Description:

This intern will support CHHS staff in grant administration, project implementation, data collection and analysis, and scholarly dissemination activities. Students may assist with managing grant-funded projects, tracking timelines and deliverables, communicating with project partners, conducting research to support grant deliverables, and preparing required reports. Opportunities may also include contributing to scholarly products such as papers, posters, presentations, and project summaries. When possible, the Center will also engage interns in community and professional settings to provide practical experience with diverse audiences and public health initiatives.

Responsibilities under supervision of CHHS staff may include:

- Assist with tracking grant activities, deliverables, and documentation.
- Support implementation of existing grant-funded projects.
- Participate in meetings and communications with faculty, staff, departments, and community partners.
- Contribute to required reports and other grant-related documentation.
- Conduct research necessary to support specific grant deliverables.
- Assist with data collection, data management, basic analyses, and reporting for funded projects.
- Contribute to scholarly dissemination materials such as abstracts, posters, manuscripts, and presentations.
- Complete weekly progress reports for CHHS and the sponsoring academic department.

Requirements:

- The student should be currently enrolled or be a recent graduate.
- Undergraduate and graduate students applying for this internship should be willing to commit at least 180 hours to the internship, though CHHS is committed to working with students and faculty to ensure that departmental requirements are considered when determining total internship hours.
- 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.
- An interest in grant/project implementation, administration, and scholarly dissemination is preferred.

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