Department of Health Science

Community Fieldwork Handbook
General Agency Information

AGENCY NAME: SHAPE America

AGENCY ADDRESS:
1900 Association Drive
Reston, VA 20191

AGENCY TELEPHONE:  703-476-3410
    FAX:  703-391-0607

Web Page/URL:  http://www.shapeamerica.org/

Geographic Areas Served: United States, International on a lesser scale

Supervisor(s):

    Name: Joe Halowich
    Title: Senior Program Manager
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    Name: Cheryl Richardson
    Title: Senior Director of Programs
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    Phone: 703-476-3467

AGENCY GOALS & OBJECTIVES: SHAPE America’s mission is to advance professional practice and promote research related to health and physical education, physical activity, dance and sport.

DEPARTMENT GOALS AND OBJECTIVES:

- Develop and enhance school health education products and services
- Increase health education membership
- Enhance collaborative partnerships that can contribute to the organizational mission
CRIMINAL BACKGROUND CHECK REQUIRED? Yes _X_  No___

INTERNSHIP INFORMATION (How might your organization use and improve a health education student’s skills and knowledge?):

Coordinate with supervisor to:
- Gather information regarding school health programs and services
- Research effectiveness of school health programs and services
- Contribute to development and analysis of school health program plans (including objectives and evaluation tools)
- Contribute to project management
- Research school health content to increase content expertise
- Communicate with volunteer members and groups
- Communicate with organizational staff
- Increase collaborative opportunities
- Organize files, meeting notes, etc.
- Contribute to ideas for school health publications and social media outreach
- Contribute to organization of continuing education contact hour (CECH) opportunities for (M)CHES
- Contribute to national convention program planning and/or evaluation (as well as other conferences if opportunities are available)
- Analysis of health discussions on online member community
- Gather and analyze demographic and trend data related to health education
- Additional opportunities as available

INTERN INFORMATION (What are the skills and qualities you seek in an intern?):

- Health education coursework; including school health
- Awareness of educational practices and issues
- Familiar with and practices the responsibilities of the Health Education Code of Ethics
- Excellent written and oral communication skills
- Excellent interpersonal skills
- Excellent organizational skills
- Computer proficiency
- Ability to balance multiple tasks
- Ability to problem-solve
- Excellent time management
- Responsive to constructive feedback
- Practices self-reflection to enhance professional practice

OTHER INFORMATION (Parking problems? Need for night/weekend availability? Things a student should know before an interview?):

THANK YOU FOR COMPLETING THIS FORM.
PLEASE RETURN VIA EMAIL TO: kgould@towson.edu

IF ANY QUESTIONS, PLEASE FEEL FREE TO CALL ME AT