AGENCY NAME: Society for Public Health Education (SOPHE)

AGENCY ADDRESS: 10 G Street, NE Suite 605 Washington, DC 20002

AGENCY TELEPHONE: 202-408-9804
FAX: 202-408-9815

Web Page/URL: www.sophe.org

Geographic Areas Served: National

Supervisor(s): Nicolette Warren, MS, MCHES

    Name: Nicolette Warren, MS, MCHES
    Title: Director of Health Equity
    Email: nwarren@sophe.org
    Phone: 202-408-9804

    Name:
    Title:
    Email:
    Phone:

AGENCY GOALS & OBJECTIVES:
SOPHE Strategic Plan http://www.sophe.org/StrategicPlan.cfm

DEPARTMENT GOALS AND OBJECTIVES:

CRIMINAL BACKGROUND CHECK REQUIRED? Yes __ No __

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

SOPHE design special projects for student interns to develop their planning, implementing and evaluating program skills.

SOPHE Internship Description http://www.sophe.org/SOPHE_Internship_Description_2014.pdf
The ideal candidate will be to work with minimal supervision; have excellent oral, written, and interpersonal communication skills; attention to detail; reliable and prompt; able to commit to a regular schedule; able to deal tactfully with a variety of personalities; and able to work in a team environment. He or she should demonstrate strong organizational skills, with ability to prioritize and manage multiple tasks and responsibilities. All candidates should be well versed in Microsoft® Office programs including Word, Excel and Access. Internet research and database management experience preferable. The ideal candidate is a highly motivated, self-starter.

OTHER INFORMATION (Parking problems? Need for night/weekend availability? Things a student should know before an interview?):
It is highly recommended that students visit the SOPHE website to understand the type of work conducted on a national level.

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

IF ANY QUESTIONS, PLEASE FEEL FREE TO CALL ME AT 410-704-5937