EMPLOYER: DPHHS/Public Health & Safety Division (PHSD)

CONTACT PERSON’S NAME/TITLE: Miriam Naiman-Sessions, Women’s and Men’s Health Section Supervisor

ADDRESS: 1400 Broadway   CITY: Helena   STATE: MT   ZIP: 59620-2951

PHONE: 406-444-0983   EMAIL ADDRESS: msessions@mt.gov

DATE OF ANNOUNCEMENT: April 10th, 2018

APPLICATION DEADLINE: Open Until Filled (review of applications will begin May 1st, 2018)

**STUDENTS MUST BE CURRENTLY ENROLLED IN A UNIVERSITY/COLLEGE**

POSITION TITLE: Rape Prevention Education/Program Data Analysis and Evaluation Intern

# OF POSITIONS: 1

LOCATION(S): Helena, MT

WORK START/END DATES: June – August (Flexible)

HOURS/WEEK: 20-25 per week (Flexible)

TRAINING/orIENTATION DATES: Upon start date

COMPENSATION: Compensation dependent on experience. Temp agency will contract position on behalf of DPHHS. Position will be based in Helena, MT.

POSITION DESCRIPTION: The Women’s and Men’s Health Section (WMHS) within the Montana Department of Public Health and Human Services is accepting intern applications from current students or recent graduates interested in public health or social science, who have a strong interest in reproductive health or violence prevention. WMHS administers the statewide programs for family planning, teen pregnancy prevention, and rape prevention through contracts with family planning clinics and colleges across the state. The family planning, teen pregnancy prevention, and rape prevention programs all collect and analyze data for federal reporting, continuous quality improvement, and program evaluation. This internship will provide an opportunity to educate an intern about the process for conducting needs assessments and program evaluation, including hands-on experience with data management and analysis. The intern will assist with various projects and research, including an evaluation of Montana's Rape Prevention and Education (RPE) program.
RESPONSIBILITIES:
- Compile data from a variety of sources to create community profiles which summarize the risk and protective factors for sexual assault.
- Analyze program data to determine if there are changes in RPE participants beliefs and behavioral intentions following program interventions.
- Participate in data collection activities.
- Assist in design, editing, and writing of research reports

SKILLS, ABILITIES, KNOWLEDGE NEEDED:
- Undergraduate or Graduate student studying Social Sciences (Psychology, Sociology, Anthropology), Public Health, Research, Statistics, or a similar field
- Strong Microsoft Office skills (Excel, Word, PowerPoint)
- Strong attention to detail and critical thinking skills
- Strong written communication and grammar skills

LEARNING OBJECTIVES:
- Assess the public health needs of Montana communities.
- Evaluate sexual violence prevention and reproductive health programs.
- Utilize public health assessment tools to assess public health needs, resources, and gaps in services.
- Compile reports that present scientific information for the press and a lay audience.

APPLICATION MATERIALS/PROCEDURES (RESUME, COVER LETTER, REFERENCES, ETC.):
Please submit electronic copy of resume (including educational and work experience), and a cover letter addressing the following questions:
  a. Why are you interested in an internship in public health?
  b. What skills would you like to gain or improve during your time interning at WMHS?
  c. How will this internship help you to achieve future work-related goals?

Please include the following information in your email:
  a. Name
  b. Contact information
  c. Current address
  d. Availability (days/hours during work week)

ATTN: Miriam Naiman-Sessions - Women’s and Men’s Health Section Supervisor
msessions@mt.gov

ADDITIONAL INFORMATION:
Intern will be expected to obtain their own housing in Helena, MT. All work materials (computer, workspace, etc.) will be provided.