



PimaCommunityCollege

Organization Name:

Pima Community College

Organization Background:

Pima Community College is a two-year college serving the greater Tucson metropolitan area at six locations throughout Pima County. Founded in 1966, Pima's credit courses award certificates and associate's degrees in a variety of fields. The mission of the Pima Community College Employee Wellness Program is to provide the tools, resources, initiatives and connections needed to empower employees to make healthy lifestyle choices and work towards achieving optimal wellbeing. The Employee Wellness program serves over 3,000 full-time and part-time employees, offering a comprehensive and holistic approach to wellness.

Internship Project Title

Employee Wellness Program intern

Project Description:

The purpose of this internship is to provide students with first-hand experience in employee wellness programming. Each internship experience is customized to meet the goals, interest and experience of the student in conjunction with the needs of the Employee Wellness Program.

The goals and performance objectives for this internship may include:

1. Plan and implement wellness educational events.
 - a. Contact worksites and schedule activities.
 - b. Prepare and facilitate workshops and activities.
 - c. Conduct follow-up including programming evaluation.
2. Gain experience researching for program development.
 - a. Conduct research on current topics related to employee wellness.
 - b. Write program descriptions based on research.
3. Prepare written materials for programs and events.
4. Design and implement a semester project.
 - a. Research topic of choice.
 - b. Write project description.
 - c. Facilitate project.

Essential Job Functions to be performed include:

1. Assist with implementing programs.
2. Attend employee wellness meetings and events.
3. Conduct research.
4. Prepare written materials.
5. Refine interpersonal communication skills in the work environment.

6. Practice time management to complete work, school and personal tasks on-time.
7. Ensure confidentiality in all settings.

Internship project keywords (check all that apply). These keywords help students search for internships in our database based on their areas of interest:

- | | |
|--|---|
| ☒ Health Disparities | ☒ Maternal/Infant Health |
| ☒ Public Health Preparedness | ☒ Tobacco Use |
| ☒ Collaborations with Community | ☒ Injury/Violence Prevention |
| ☒ Collaborations with University | ☒ Immunization |
| ☒ Community health service | ☒ Infectious Disease |
| ☒ Physical Activity | ☒ Oral Health |
| ☒ Substance Abuse | ☒ Evaluation |
| ☒ Mental Health | ☒ Policy Development |
| ☒ Access to care | ☒ Program Planning |
| ☒ Nutrition | ☒ Data Analysis |
| ☒ Reproductive/Sexual Health | ☐ Other Click or tap here to enter text. |
| ☒ Environmental Health | |

When: When do you want the work done? Check all that apply.

☐ Fall Semester

☐ Spring Semester

☐ Summer Term

☒ I want this listing to remain active indefinitely and we will accept applications from students for any upcoming semester.

☐ This listing is only for a specific semester/term: _____

☐ Two-semester internship experience preferred

Where:

Organization Mailing Address: 4905 E. Broadway in Tucson, AZ

Address where Student will work (if different from above): *Remote*

☒ Check here if the student may have the option to work remotely from a site not listed above for all or part of this project.

Student Characteristics:

Students who enjoy interacting with and assisting others in a diverse work environment would be a good fit. Ideally, student will be comfortable with public speaking in a small group setting or willing to gain this experience. Student should be organized and conscientious with the ability to be on-time to events, manage time well and meet deadlines

Level of Expertise Needed: Do you wish to request an MPH program intern or an undergraduate public health program intern?

Undergraduate: The internship for undergraduates should provide an experience that allows students to incorporate classroom learning into public health practice.

Graduate: Applied experiences for graduate students should require application of advanced knowledge and skills to the solution of health problems and the production of at least two agency-based deliverables.

Both experiences prepare students for future employment.

☐ MPH

☒ Undergraduate

☐ Either

Supervision

Priscilla Nguyen, Wellness Program Manager, will provide supervision. She has served in this position at Pima Community College where she has led employee wellness initiatives and benefits program design. She has personally designed and implemented a variety of successful wellness programs and activities. Priscilla holds a Bachelor of Science in Public Health and a Bachelor of Arts in Global Studies from the University of Arizona. She is also a certified yoga instructor.

Compensation/Benefits

This is an unpaid internship and offers real-world, hands-on experience.

Application Contact Information

Interested students should submit a letter of interest and current resume to:

Priscilla Nguyen, Wellness Program Manager
Pima Community College – Employee Wellness
e-mail: pnguyen24@pima.edu

If accepted into the internship, applicant will need to complete a Volunteer Service Agreement and background check.