

<b>Internship Title:</b> THCIC Intern			
<b>Internship Location:</b> Virtual or In-Person – The team is in the office on Wednesdays.		<b>Preceptor Name and Title:</b> Tarik Brown	
<b>Brief Description</b>			
<b>Data Collection, Data Compliance, and Data Building.</b>			
<b>Approximate Total Weekly Hours:</b> 20 - 30	<b>Paid:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>DSHS Division:</b> Center for Health Statistics	<b>Program:</b> Texas Health Care Information Collection

### Disciplines of Public Health

<input checked="" type="checkbox"/> Biostatistics/Data Analytics	<input checked="" type="checkbox"/> Epidemiology	<input checked="" type="checkbox"/> Health Promotion
<input checked="" type="checkbox"/> Health Communication	<input type="checkbox"/> Program Planning	<input type="checkbox"/> Health Administration
<input type="checkbox"/> Environmental Health	<input checked="" type="checkbox"/> Research	<input type="checkbox"/> Program Evaluation
<input checked="" type="checkbox"/> Policy Analysis and Development	<input type="checkbox"/> Other: Click or tap here to enter text.	

### Internship Details

<b>Intern Activities</b>
<ul style="list-style-type: none"> <li>• Intern will help/assist in data compliance.</li> <li>• Intern will help/assist in data collection process.</li> <li>• Intern will help/assist with communication with external stakeholders.</li> <li>• Intern will help/assist with data building.</li> <li>• Intern will help with updating data manual (PUDF and RDF)</li> </ul>
<b>Intern Deliverables</b>
<ul style="list-style-type: none"> <li>• Intern will produce an updated data dictionary</li> <li>• Intern will update training PowerPoint presentations</li> <li>• Click or tap here to enter text.</li> </ul> <p>As part of an end-of-semester celebration of the interns, the intern will give a brief PowerPoint or poster presentation of their project and experience to an audience of DSHS staff and university partners.</p>

### Applicant Qualifications

<b>Required</b>	<b>Skill</b>
	<input checked="" type="checkbox"/> Microsoft Office: <input checked="" type="checkbox"/> Word <input checked="" type="checkbox"/> Excel <input checked="" type="checkbox"/> PowerPoint
	<input type="checkbox"/> Statistical Analysis applications (SPSS, STATA, etc.)
	<input type="checkbox"/> Tableau or similar applications
	<input type="checkbox"/> Other software applications – SAS, Python and/or R
	Academic Level Undergraduate or Above
Any other skills required (soft or technical) Click or tap here to enter text.	
<b>Preferred</b>	<b>Skill</b>
	<input checked="" type="checkbox"/> Microsoft Office: <input checked="" type="checkbox"/> Word <input checked="" type="checkbox"/> Excel <input checked="" type="checkbox"/> PowerPoint
	<input checked="" type="checkbox"/> Statistical Analysis applications (SPSS, STATA, etc.)
	<input checked="" type="checkbox"/> Tableau or similar applications
	<input checked="" type="checkbox"/> Other software applications – SAS, SQL, Python or R Click or tap here to enter text.
	Academic Level Undergraduate or Above
Any other skills required (soft or technical) Click or tap here to enter text.	

### Application Instructions

Qualified and interested applicants must submit the following items to the contact below:

<input checked="" type="checkbox"/> Application	<input checked="" type="checkbox"/> Letter of Interest	<input type="checkbox"/> <b>Two letters of recommendation</b> Instructions: Letters from current or former supervisor or faculty members (in lieu of reference checks).
<input type="checkbox"/> Resume	<input type="checkbox"/> Writing Sample	<input type="checkbox"/> Other documents: Click or tap here to enter text.

### Contact Information

<b>Contact Name and Information</b>	Name: Craig Gilden Credentials: MEd Title: Education Coordinator Email: internships@dshs.texas.gov
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