

Internship Title: Regional Communications Associate		Preceptor Name, Title: Irene Villa Regional Communications Specialist	
Location (City/Region): El Paso or Virtual Options Available	Division, Program: PHR 9/10 Regional Communications - CORE		In Person: <input type="checkbox"/> None <input checked="" type="checkbox"/> Occasionally <input type="checkbox"/> Frequently <input type="checkbox"/> Fully
Brief Description			
<ul style="list-style-type: none"> - Assist with the development of communication plans and key public health messages. Draft content for various channels, including social media, press releases and internal communication. 			
Hours/Week: <input type="checkbox"/> 5 - 10 <input checked="" type="checkbox"/> 10 - 15 <input type="checkbox"/> 15 - 20 <input type="checkbox"/> Variable		Preferred Academic Level: <input checked="" type="checkbox"/> Undergraduate <input type="checkbox"/> Masters <input type="checkbox"/> No Preference	

Disciplines

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

Internship Details

Intern Activities
<ul style="list-style-type: none"> • Support event planning and coordination for regional events and activities. • Develop and design creative graphics for marketing materials, newsletters, flyers, and video • Contribute to content creation for newsletters, flyers, social media posts, etc. • Assist in the development and execution of social media campaigns.
Intern Deliverables
<ul style="list-style-type: none"> • Metrics and outcome of implemented marketing initiatives • Report of internal communication survey and strategies for improvement

Applicant Qualifications

Required	Skill
	<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 (Qualtrics)
	<input type="checkbox"/> Tableau or similar applications
	<input checked="" type="checkbox"/> Other software applications
	Academic Level Bachelor's
	Any other skills required (soft or technical) Adobe Creative Cloud
Preferred	Skill
	<input checked="" type="checkbox"/> Microsoft Office: <input type="checkbox"/> Word <input type="checkbox"/> Excel <input 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 Click or tap here to enter text.
	Academic Level Click or tap here to enter text.
	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 type="checkbox"/> Letter of Interest	<input type="checkbox"/> Other documents: Click or tap here to enter text.
<input checked="" type="checkbox"/> Resume	<input checked="" type="checkbox"/> Writing Sample	

Contact Information

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