



JOB DESCRIPTION

Program:	Project Bridge (Youth Mental Health Awareness Education)
Position Title:	Public Health Field Practicum Intern
Department:	Prevention Services
Reports to:	Hayly Ojeda, Project Bridge Program Coordinator
Position Type:	Field Practicum (# of hours as required by university)
Program Funder:	SAMHSA (Substance Abuse & Mental Health Services Administration)

POSITION RESPONSIBILITIES

- Regularly meet with the Program Coordinator to debrief community events and/or training participation, orchestrate media engagement, and review public health concerns in the community
- Participate in related workshops/professional development opportunities
- Attend and present departmental updates at monthly all-staff meetings
- Attend community outreach events in Miami-Dade as needed
- Engage in outreach initiatives (i.e., attend local council meetings or community events) to recruit participants/locations for public Youth Mental Health First Aid Training
- Assist in the facilitation of 6.5-hour Youth Mental Health First Aid Training, equipping adult trainees to learn to identify, understand, and respond to signs of mental health and substance use challenges among children and adolescents
- Assist in the facilitation of teen Mental Health First Aid Training, equipping 10th-12th grade students to learn to identify, understand, and respond to signs of mental health and substance use challenges among their peers (with the supervision of adults in the school who have been trained in Youth Mental Health First Aid or mental health specialists)
- Identify and establish partnerships with schools, colleges, and local youth-serving organizations to facilitate Mental Health First Aid Training & program collaborations
- Track attendee sign-up forms to create participant portal accounts for coursework and track attendees' coursework completion status
- Carefully monitor pre- and post-coursework to assess training outcomes, which inform the creation of grant reports
- Prepare and set up necessary materials for training days/events (e.i. printing resources and gathering course material)
- Evaluate the effectiveness of our interventions in addressing the community's mental health needs
- Research & compile resources on mental health to share with participants and the community at large
- Assist in the crafting of educational content on mental health awareness and advocacy for various platforms including Instagram, private Facebook page, and LinkedIn

PROGRAM EXPECTATIONS AND DUTIES

- Strong organizational skills and computer literacy
- Public speaking experience (preferred)
- Ability to interact and communicate with individuals at all levels of the organization and partners
- Ability to work individually as well as part of a high-performing team



EDUCATION REQUIREMENTS

- Public Health student from an accredited university with an Affiliation Agreement with Hope for Miami. (Note: if the student's University is not already affiliated, this can be negotiated and approved by mutual agreement.)

POSITION REQUIREMENTS

- No disqualifying offenses on criminal background check (Level II Background screening clearance)
- Reliable transportation
- Personal laptop with headphones
- Weekly verification of practicum hours and duties with the Program Coordinator using the internship log
- Other requirements may be set by the University partner.