



Graduate Student Epidemiology Program (GSEP)

Informational Webinar for Potential 2024 **Host Sites**

January 12, 2023



Meet the Team



Mikayla Frye, MPH

mfrye@amchp.org

GSEP Program Coordinator

Program Manager,

Workforce Development & Capacity Building

Roles: Curriculum development and administration, intern check-ins, intern direct contact, speaker outreach, program evaluation



Ben Kaufman, MSW

bkaufman@amchp.org

GSEP Strategy & Impact Adviser

Associate Director,

Workforce Development & Capacity Building

Roles: Funder liaison, strategic storytelling, jurisdictional relationship building

Meet the Team



Candice Simon, MPH

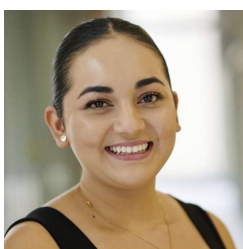
csimon@amchp.org

GSEP Host Site Experience Coordinator

Program Manager,

Workforce Development & Capacity Building

Roles: Supervisor direct contact, supervisor check-ins, speaker outreach



Ellisa Alvarez, BA

ealvarez@amchp.org

GSEP Comms & Alumni Development Coordinator

Program Analyst for Community Defined Evidence,

Women's & Infant Health

Roles: Alumni engagement lead, social activities, program consultation, social media and marketing

Meet the Team



Meagan Robinson Maynor, DrPH

mmaynor@amchp.org

GSEP Subject Matter Expert for Jurisdictional Epidemiology

Senior Program Manager,
Epidemiology, Evaluation & Metrics

Roles: Provision of technical assistance, project guidance and coaching, curriculum development

What's Our "Why?"

- Diversify the pipeline of early career professionals entering MCH epidemiology careers and tracking into state/territory/local leadership positions.
- Provide opportunities to learn and practice skills needed for successful leadership in state/territory/local MCH epidemiology.
- Expose students to different epidemiology emphasis areas (needs assessment, data analysis, program monitoring and evaluation) across all MCH population domains.



This is a leadership program for aspiring epidemiologists. We want participants to understand the breadth and depth of career opportunities that maternal and child health can provide, particularly in the public sector, and be excited about the role they can play in using evidence to bend the systems in which they'll be working toward justice.

Funding and Program Support

- Funded by the federal Maternal and Child Health Bureau's (MCHB) Office of Epidemiology and Research through a five-year cooperative agreement between AMCHP and the MCHB Division of State and Community Health.
- Guided by a Steering Committee comprised of AMCHP staff, federal (i.e., HRSA and CDC) partners, state/territory/local MCH epidemiologists, youth and family leaders, and former interns.



GSEP Overview

- 15 masters or doctoral students from MCH, epidemiology, or related disciplines selected annually and matched with approved host sites for ten (10) weeks.
- Interns spend 35 hours/week completing a project at their host site and 5 hours/week participating in a "menu" of enrichment activities facilitated by AMCHP.
- The experience is guided by a joint agreement that outlines expectations for and is signed by each intern, their primary supervisor, and the AMCHP project director.



Intern Responsibilities

- Attend orientation session with supervisor
- Complete all project deliverables in a professional manner as a representative of AMCHP and their matched host site
- Actively participate in AMCHP enrichment activities, e.g., Friday sessions, office hours, and small peer groups
- Be receptive to and learn from supervisor feedback
- Complete weekly progress reports and required evaluations
- Present project results and implications



Host Site Responsibilities

- Attend orientation session with interns
- Ensure access to necessary hardware, software, and datasets
- Provide thoughtful, resonant, and consistent mentorship
- Create learning and skill development opportunities



Host Site Responsibilities (cont.)

- Host an optional, in-person site visit
- Communicate regularly with AMCHP
- Review weekly student progress reports
- Complete required supervisor evaluations



AMCHP Responsibilities

- Facilitate matching and introductions
- Provide a comprehensive program orientation
- Deliver an engaging, relevant enrichment curriculum
- Communicate regularly with interns and supervisors



AMCHP Responsibilities (cont.)

- Ensure completion of all program evaluation components
- Administer stipends and any site visit reimbursements
- Make responsive program changes
- Support resolution of conflicts as needed



Logistics

- Internships are conducted 100% remotely, with the option for a two-day, in-person site visit; AMCHP covers all costs for interns and will provide guidance/planning support sites.
- AMCHP administers stipends to interns in three installments: (1) upon commitment, (2) upon completion and supervisor approval of the Week 3 progress report, and (3) upon completion of project presentation and final evaluation.
- Supervisors will meet every two (2) weeks with the Host Site Experience Coordinator from AMCHP.



Host site eligibility

- Title V MCH state and jurisdiction health agencies
- Local and tribal health agencies
- Non-profit organizations serving health agencies



Ready to apply?

Sign In/Sign Up Instructions

For New Users:
By clicking Sign Up, you will be prompted to enter your email address and create a password. Once you have chosen your password, your account will be created and you will gain access to the portal.

Sign In

Email

Password

[Forgot your password?](#)

Need an Account?

Sign Up

Enter an email address and choose a password to create a new account.

Email

Password

- Must contain at least one lowercase letter
- Must contain at least one uppercase letter
- Must contain one number
- Must be between 8 and 32 characters
- Must not be an email address

Confirm password

Passwords must match

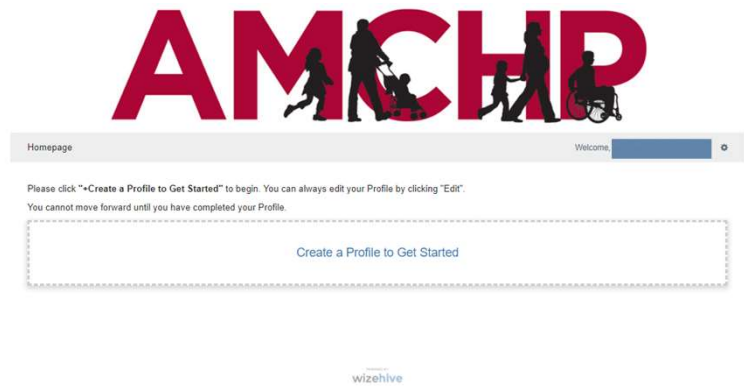
<https://tinyurl.com/GSEPHostApply>

AMCHP
ASSOCIATION OF MATERNAL & CHILD HEALTH PROGRAMS

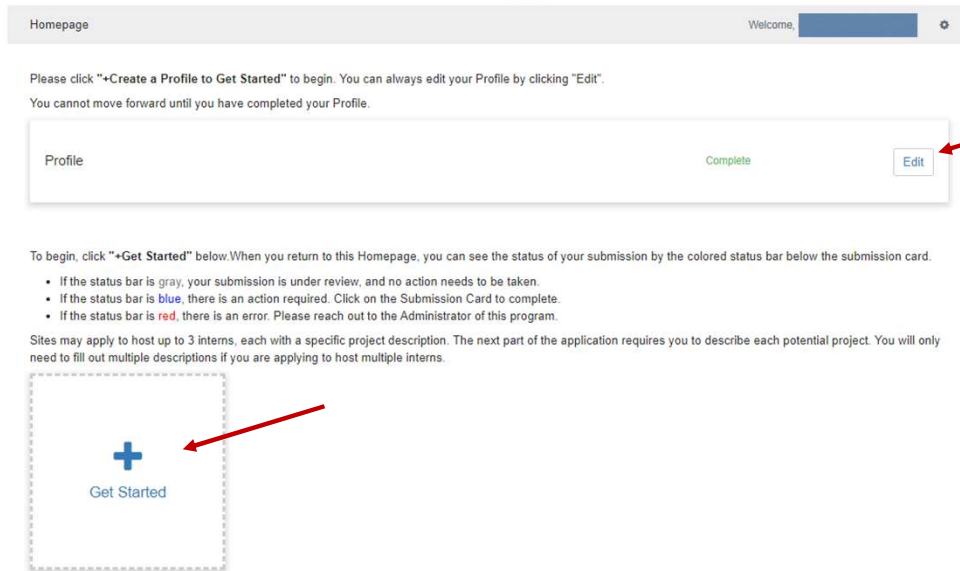
If you are a new user, you need to click sign up and create a password. If you have any trouble logging into Zengine, please let Candice know.

What do we need to know about your agency/organization?

- Type of organization
- Title V affiliation (funding or technical assistance provider)
- Physical address
- Contact information for person submitting application



Completing the host site profile is the first step in completing a GSEP host site application. The profile will ask for the type of organization, Title V affiliation, address and contact info. Here is a screenshot of what that will look like in Zengine – just click “Create a Profile to Get Started”



After you've completed the host site profile (which you can always go back and edit), you will then get started on the specific host site project application. Each host site applicant can apply with up to three projects; will not be matched with more than 2 interns. You will need to select "Get Started" which will walk you through the host site project application. If applying for multiple projects, you'll

need to go through that process multiple times.



Untitled

Order by: Newest to Oldest ▼

■ **Apply Now**

When every step in this submission is complete, the "Submit" button to the right will become green and clickable.


The submission is not fully submitted until you click the green "Submit" button. Once you click "Submit" the submission will no longer be editable.

Submit

Host Site Project Action Required

The button will update to reflect how you can interact with this step.

Open



When you click on get started, you'll see this box which requires one more click on "Open" to get to the step where you can input your information. Once in the actual host site project application, you can save your work to come back later "Save Draft"; when finished with your application, you will need to select "Mark Complete"

What do we need to know about the proposed supervisor?

- Name and Title
- Email Address
- Phone Number
- Previous Experience Supervising/Mentoring Interns



What information do we need to know about the proposed project?

- Primary and secondary focus of the project
- Population domain(s) the project will focus on
- National Performance Measure(s) the project will address
- MCH Leadership Competencies the project will address



For the project description, we encourage you to be thorough but concise.

Ultimately, the 20 GSEP interns will be reviewing up to 35 “approved” projects so we encourage you to think about what is unique about your project that would make it of interest to a public health graduate student, most of whom last year had concentrations in epidemiology and/or MCH. For example, what skills will

they learn? What cutting-edge or emerging research would they be contributing to? AMCHP is also available to provide TA in writing appealing project descriptions if desired.

For the products the intern will produce by the end of the internship, we encourage you to think about what an intern might describe on a resume or CV entry about their accomplishments during the internship.

There is a question about whether the project will require access to PHI and one on IRB approval.

Two different questions around skill sets, statistical package experience – the first is around what is needed to complete the project, the second is around skills/software

you would be willing to train/support the intern
on

We also ask you to describe how you will ensure an intern is supported if the primary supervisor is out, as well as how you would ensure the intern continues to receive an epidemiologically rich experience in case there are any lulls in the project

There are two other non-project specific questions: 1) interest in an in-person site visit with expenses covered by AMCHP and barring any pandemic setbacks or other factors and 2) confirming that you agree to fully participate if matched.

What do we need to know about the proposed project?

- Project description (2 – 5 paragraphs)
- Product(s) the intern will have produced by the end of the internship
- Protected Health Information and/or IRB approval
- Skill sets, statistical package experience, etc. that are necessary to complete the project AND those that you are willing to train/support the intern on
- Backup plans in case of primary supervisor leave/unexpected project lulls



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2022 GSEP Project Examples

- Community-Engaged Epidemiology to Build the African American Maternal and Child Health Data Book
- Data Analysis of Preconception Health and Syphilis from PRAMS Maternal Health Care from Doulas' Perspectives: A Qualitative Analysis
- Needs Assessment and Environmental Scan Monitoring Health-Related Indicators for Sickle Cell Disease (SCD)
- Data Analysis of Maternal and Child Health Disparities in US- affiliated Pacific Islands



What information are interns providing?

- Demographic Information (includes school & degree program)
- Resume/CV
- Interest areas within epidemiology and MCH
- What they hope to learn/experience as a GSEP intern and how GSEP will help them in their careers
- Skill sets, qualitative analysis software, and/or statistical packages they are interested in learning
- One (1) letter of recommendation



Host Site Benefits

- Interns can solely focus on agency priorities
- Opportunity for staff to gain mentorship experience
- Potential for post-graduation hiring
- Zero financial investment required



Timeline

Student application review & notifications: (March 2024)

- Student applications will first be reviewed by the GSEP Steering Committee and other public health professionals. Applicants will be scored on several criteria including interest in health equity, epidemiology, MCH, and letter of recommendation.
- The top applications will proceed to a final review stage from which 15 interns will be selected.
- Notifications (accepted, not accepted, waitlisted) are scheduled to go out to applicants on March 20, 2024.

Matching: April 2024

- Interns review up to 35 host site projects: April 12, 2024
- AMCHP matching with host sites based on intern ranking: April 23, 2023
- Host sites review proposed match: April 26, 2024

Final review for fit and placement: May 1, 2024



For the intern review – selected interns won't be reviewing the full host site applications, but will include the project description, deliverables, required statistical experience & what a host site can train on.

Before making matches, AMCHP will communicate with the host site to ensure the proposed intern is a good fit for the project and vice versa.

The 10-week AMCHP curriculum will run from June 3 – Aug 9. We encourage students & host sites to try and align internships with these dates but there is some flexibility. For those interested in in-person site visits, those would happen during the first 3 weeks of the internship.

Summer 2022 Supervisor Feedback

- "Thank you for the opportunity to be a host site. We enjoyed working with our student and felt that it was a mutually beneficial experience."
- "I really enjoyed this opportunity and the chance to work with our student. She was a pleasure to work with and learn from. We had the chance to meet and introduced her to program staff as well as our state governor and legislators for the specific AMCHP project."



Frequently Asked Questions

- What is the financial commitment for host sites?
- Will there be technical assistance available during the application process to support project scoping/alignment with GSEP expectations?
- Is it possible that our site matches for one proposed project and not another?
- What happens with the site visit if our agency/organization has still not returned to in-person work in Summer 2024 because of the COVID-19 pandemic?



Answers:

1. None!
2. Yes! Host Site applicants may request technical assistance from AMCHP at any point before applications are due. We are dedicated to workshopping project proposals with you in order to make them a good fit for our program.
3. Yes. Students will review proposed

projects -- not host sites – meaning that there is the opportunity for one of your projects to be selected by an intern and not the other(s).

4. This does not change your eligibility for program participation. GSEP is 100% remote and your organization's remote status does not interfere with the program. The only consideration here is that your site will not be eligible for an in-person site visit.