



Graduate Student Epidemiology Program (GSEP):
Host Site Supervisor – 15 positions available

Deadline to Apply: February 21, 2024

GSEP, a federally funded program administered by AMCHP, is currently accepting applications for 15 host site supervisors for its Summer 2024 cohort. See below for:

- Application Summary
- Project background and overview
- Host site supervisor expectations
- Application link

Application Summary

We are seeking 15 host sites to provide valuable internship opportunities for graduate students who share AMCHP's values of leadership, collaboration, health equity and social justice, inclusion, integrity, excellence, and stewardship. We welcome applications from various MCH programs, including Title V state/jurisdiction, Native American or indigenous communities, local health departments, non-profit organizations working in partnership with Title V MCH or CYSHCN programs, or support of established Title V priorities, and university departments that receive funds from a Title V MCH or CYSHCN program aimed at advancing established priorities.

What are we looking for in a GSEP Host Site Supervisor?

- ✓ Committed to student learning and mentorship.
- ✓ Able to create opportunities for students to cultivate and deepen leadership skills.
- ✓ Can propose a project or projects that can be completed over 10 weeks.
- ✓ Able to provide students access to consistent, high-quality teaching, coaching, and mentoring.
- ✓ Is willing to provide or connect the students with software training that may be needed for the project.
- ✓ Is enthusiastic to maintain a positive and respectful work environment.
- ✓ Familiar with and utilizes a strength-based supervision approach.

Timeline and Details	Program Overview
<p>Application Release: January 10, 2024</p> <p>Applications Due: February 21, 2024</p> <p>Selection Announcement: March 20, 2024</p> <p>Internship Period: June 3, 2024 – August 9, 2024</p> <p>Point of Contact: Candice Simon (csimon@amchp.org)</p>	<p>GSEP is a 100% virtual leadership development and career advancement program. It matches current and recent graduate students with jurisdictional health departments and community-based organizations for practical, equity centered Maternal and Child Health (MCH) epidemiology experiences. Interns spend ten (10) weeks during the summer completing a significant data analysis, needs assessment, program evaluation, or project with their host site. They also participate in a robust enrichment curriculum that includes weekly learning sessions, group processing spaces, and opportunities to network with leaders in the field.</p>

Host Site Supervisor Expectations

The host site supervisor is expected to facilitate the intern's host site experience. The intern will contribute 35 hours per week to the host site and 5 hours per week to AMCHP for 10 weeks from June 3, 2024, to August 9, 2024. Supervisors are also expected to provide a clear scope of work for the student's project. The host site supervisor must ensure their organization is equipped to facilitate a 100% remote internship experience. Host site supervisors are also expected to establish and discuss clear expectations for remote work and communication, have an onboarding process to align students to the host site organization's policies, and meet weekly with the student. The host site supervisor should provide or connect the student with software training that may be needed for the project. If participating in the optional host site visit, supervisors must create a thoughtful agenda for AMCHP staff to review and approve.

Activity
<p>Intern Supervision</p> <ul style="list-style-type: none"> • Provide organizational onboarding for the student. • Regularly scheduled check-ins with the student. • Host Site Supervisor Week 3 Assessment review with the student. • Provide support and guidance of activities relating to the project and associated deliverables.
<p>AMCHP Check-ins</p> <ul style="list-style-type: none"> • Bi-weekly Check-in with AMCHP's Host Site Liaison
<p>Intern Presentations</p> <ul style="list-style-type: none"> • Provide support and guidance to the student's final presentation. • Attending the student's final presentation. • Provide a 2-minute reflection on the student's growth and the supervisor's supervisory/mentor growth and discovery.
<p>Site Visit (Optional)</p> <ul style="list-style-type: none"> • Must be able to host a site visit by June 30th, 2024. • Provide a list of potential dates for the site visit by May 8th, 2024. • Develop an agenda for the site visit and share it with the intern for feedback. • Submit the agenda to AMCHP for approval at least one (1) week before the visit. • Provide recommendations for hotels near the site visit location that AMCHP can contact about booking the intern a room.

To apply for this opportunity, please visit the [GSEP webpage](#) and follow the instructions to submit. Please thoroughly read the GSEP webpage and all recommended resources before applying. For all questions related to the submission process, please contact: Candice Simon (csimon@amchp.org).