



## Region IV Public Health Training Center

### **Region IV Public Health Training Center Pathways to Practice Scholar Field Placement Program Kentucky – Summer Scholar Position**

**AGENCY:** Kentucky Department of Public Health

**POSITION TITLE:** Kentucky Department of Public Health Intern

**LOCATION:** 275 East Main St Frankfort, Kentucky, 40621

**AGENCY WEBSITES:** <https://www.chfs.ky.gov/agencies/dph/Pages/default.aspx>

**NUMBER OF POSITIONS AVAILABLE:** 1 (Summer 2025)

**DESIRED START DATES:** May 2025

\* Interested students should apply as soon as possible. Applications are reviewed and considered in the order they are received. Submit to Elizabeth Kidwell at [elkidwell@emory.edu](mailto:elkidwell@emory.edu)

Note: To apply to more than one posting, submit separate applications specifying the position title in the subject line. Please be specific in your email *and* cover letter.

#### **DESCRIPTION:**

The following position is offered as a field placement through the Region IV Public Health Training Center (<https://r4phtc.org/>).

*Note: This position will be 100% remote with some in person opportunities.*

The Kentucky Dept for Public Health is responsible for developing and operating state public health programs and activities for the citizens of Kentucky. The mission of DPH is to improve the health and safety of people in Kentucky through prevention, promotion and protection. The department oversees programs designed to improve the lives of citizens and visitors through prevention of negative health outcomes, promotion of healthy lifestyles and protection from diseases, injury and environmental health impacts.

The Division of Public Health Protection and Safety enforces public health regulations for environmental health and community safety. The division works closely with local health departments to make sure Kentuckians are protected from unsafe consumer products, lead hazards, unnecessary radiation exposure, unsanitary milk, adulterated and misbranded food, unsanitary public facilities and malfunctioning sewage systems.

#### **POSITION DESCRIPTION:**

The Division of Public Health Protection and Safety seeks an intern to assist the Lead Outbreak Investigator with complex public health investigations of diseases and conditions (including foodborne, waterborne and vector-borne). This project will allow the intern to gain skills in data collection, data analysis, developing training materials for local health departments to improve their outbreak prevention efforts, preparing professional presentations and technical reports, and learn about program evaluation and monitoring.

**REQUIRED QUALIFICATIONS:**

- Public health background with an interest in epidemiology or infection prevention program management.
- Comfortable using Microsoft 365 (Word, PowerPoint, Outlook), Canva, Excel, and creating basic data visualizations.
- Self-starter with organizational skills and the ability to be timely in performing administrative tasks such as taking minutes during meetings or initiating the writing of summary reports.

**PREFERRED QUALIFICATIONS:**

- Job and work experience in any field or industry is preferred
- Experience in public health written and oral communication
- Interest in implementing strategies to help with change management for standardization of outbreak prevention practices.

**THE STUDENT WILL HAVE THE OPPORTUNITY TO ASSIST WITH THE FOLLOWING ACTIVITIES:**

- Assist with designing trainings to ensure the local environmental public health workforce is better prepared to conduct environmental health assessments, ensure infection prevention methods are followed and respond to outbreaks.
- Assist with the implementation of standardized best practices for environmental exposures responses statewide
- Participate in collection and analysis of data for at least one outbreak investigation.
- Assist with preparing written communication and reports following outbreak investigations.
- Assist with evaluating performance and collect data on performance measures, including the process and outcome performance measures for outbreak investigations.

**PUBLIC HEALTH COMPETENCIES/SKILLS STUDENT MAY STRENGTHEN DURING PLACEMENT:**

1. Policy Development/Engagement
2. Program Planning
3. Community Partnership /Engagement
4. Cross-sector Partnerships
5. Leadership and Systems Thinking/Strategic Thinking
6. Problem Solving
7. Data Analytics/ Assessment/Data- based Decision Making
8. Public health Science
9. Effective Communication
10. Justice, Equity, Diversity, and Inclusion
11. Change Management

**TRAVEL:** Yes (The student will have the opportunity to travel to assist with training of local health department staff and to participate in outbreak investigations, not required.)

**POSITION TYPE:** Region IV Public Health Training Center Field Placements (for MPH/MSPH students)

**QUALIFICATIONS AND REQUIREMENTS TO APPLY:**

Preference will be given to masters or doctoral level public health graduate students. Undergraduate public health students may also be considered. [Past recipients of the Pathways to Practice Award are not eligible to apply again.](#)

- Please include a cover letter with the following:
  - The semesters you are applying for (Summer2025)
  - The title of the position you are applying to
  - Citizenship or permanent resident visa status
- Please include a resume with the following:
  - The name and department of your degree program
  - Year of study
  - Expected graduation date
- Please also include the following with your application:
  - Unofficial Transcript
  - Writing sample answering question: “Which waterborne disease-causing microorganism do you find most interesting?”

**WORK AUTHORIZATION:** U.S. Citizen, Permanent U.S. Resident

Citizenship statement: The Region IV Public Health Training Center is a federally-funded program which has a citizenship requirement. To be eligible to apply for this position, you must be either a U.S. citizen, a non-citizen U.S. national, or a foreign national having in your possession a visa permitting permanent residence in the U.S.

**AWARD LEVEL:** \$3,500 award

\* Note: Travel costs will not be covered by the program beyond the total \$3,500 award.

**APPROXIMATE HOURS PER WEEK & DURATION:** 15-20 hours a week for 15 weeks.

*\*Students may be limited in the minimum or maximum number of hours they can work per semester*

## HOW TO APPLY

Please submit the required documents following specifications above (**unofficial transcript, writing sample, resume, and cover letter indicating the agency name and citizenship/visa status**) to Elizabeth Kidwell, [elkidwell@emory.edu](mailto:elkidwell@emory.edu) with the subject line “**Summer 2025 Applicant: KY DPH**”

\*PLEASE DO NOT CONTACT THE AGENCY DIRECTLY

*based on their university, school or degree’s policies. If this work will also be used as a graduation requirement, the student should verify those requirements and abide by their university policies.*

**IMPORTANT INFORMATION:** Please read the “*Student Scholar Field Placement Guidebook*” for more details about the Pathways to Practice Scholars Program and requirements. It is located on the Field Placements page of the Region IV PHTC website: <https://r4phtc.org/field-placements/>