

Innovative Approaches Initiative Intern: Fall 2015

Immediate Internship Supervisor: Maria Julian
maria.julian@apphealth.com (828) 264-4995 ext. 3120

To apply for the Innovative Approaches paid internship, please submit the Internship/Volunteer Application Form and the following documents to stephanie.craven@apphealth.com:

- a completed application form [Link to PDF Application Form, fill out online, save or download, fill out in Adobe Reader, save your copy and e-mail]
- a resume
- a cover letter describing why you want to intern at the Appalachian District Health Department
- three reference letters (one of which must be a faculty member from whom you have taken a class)

This internship will work on priorities set by the Appalachian District Health Department through the Innovative Approaches initiative.

Innovative Approaches initiative:

The aim of the Innovative Approaches (IA) initiative is to thoroughly examine and foster improvement for community wide systems of care that will effectively meet the needs of families of children and youth with special healthcare needs (CYSHCN), resulting in increased family satisfaction with services received and improved outcomes for children and youth with special healthcare needs. The 5 goals of IA are:

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- Families of CYSHCN will partner in decision making at all levels and will be satisfied with the services they receive.
- All CYSHCN will receive coordinated, ongoing, comprehensive care within a medical home.
- All children will be screened early and continuously for special healthcare needs.
- Services for CYSHCN and their families will be organized in ways that families can use them easily.
- All CYSHCN will receive the services necessary to make appropriate transitions to adulthood.

Project description:

The intern will work with the members of the Communication and Parent Support Subcommittee and the Community Outreach Subcommittee to identify and develop new support mechanisms for teachers, administrators and support staff of Watauga County Schools in order to be successful in their work with students with special healthcare needs.

The intern will assist subcommittee members in achieving the following objective: By June 2016, teachers and support staff in Watauga County will enhance their knowledge of and ability to provide free and appropriate education in the least restrictive setting for CYSHCN.

During this project the intern will:

- Support the Innovative Approaches Communication and Parent Support Subcommittee and Community Outreach Subcommittee (including parents and professionals) to address this objective as a team
 - Participate in monthly subcommittee meetings (3rd Wednesday of each month from 12pm-2pm, last Friday of each month from 10am-12pm)
 - Correspond with community partners via email and telephone in order to facilitate the desired outcomes of this project
- Together with subcommittee members, plan and conduct a focus group to identify needs of school personnel
 - Analyze and share initial survey data collected from school personnel at the Watauga County Schools Professional Development Day in August, 2015
 - Draft focus group questions and protocol with subcommittee members
 - Coordinate logistics for focus group participants and participate in data collection and analysis
 - If needed, conduct key informant interviews with interested school personnel to gather additional information for achieving the desired outcomes of this project
- Research and compile information (such as training opportunities, policy examples, guides and other resources) that emerges from survey and focus group data
 - Present findings to subcommittee members to guide the project outcomes
 - Develop, implement and track action plan items with subcommittee members and school staff members
 - Follow up with subcommittee members to track project deliverables
- Assist in the planning of the Autism Summit on October 5, 2015 to ensure that Watauga County School staff members are included and feedback is collected that will support the desired project outcomes
 - Collect and analyze feedback from attendees that relates to the needs of school staff in order to be successful in their work with students with special healthcare needs
- Complete the work above according to the following timeline:
 - By the midpoint of the semester (10/9/2015), the intern will:
 - Analyze and share data collected from surveys of school personnel at the Watauga County Schools Professional Development Day
 - Develop a priority list of barriers (identified together with subcommittee members from survey data findings) to address in order to better support school staff in their work with CYSHCN
 - Finalize group questions and protocol with subcommittee members
 - By the end of the semester (12/11/2015), the intern will:
 - Conduct a focus group with school personnel

- Collect and analyze focus group data; present findings to subcommittee members
- Compile and present to subcommittee members research that will inform action plan items
- Develop an action plan for addressing the top 1-3 priorities for supporting teachers and support staff to enhance their roles with CYSHCN and their families
- Track action plan items as desired outcomes are achieved

What you will gain from the internship:

- A deeper understanding of systems change work
- Hands-on experience with local families of CYSHCN and the agencies who work closely with them
- Practice in engaging family members and community organizations in working toward common goals
- Experience in building and maintaining lasting relationships with key stakeholders

What we require:

- A highly organized and proactive individual with a positive attitude
- Maturity and the ability to interact with community partners in a professional manner
- Representing the Appalachian District Health Department in a positive, professional manner at all times
- A graduate student with a working knowledge of public health and systems change work

Terms of commitment:

- This position involves flexible hours because meetings and program activities may occasionally occur outside of normal office hours and in various locations. The IA Intern's primary work location is the Watauga location of the Appalachian District Health Department.
- The internship will take place throughout the Fall Semester (16 weeks) for 15-20 hours per week, depending on the intern's availability. The intern will be paid \$15.65 per hour, total compensation not to exceed \$5,008.