

**Healthy Schools Brooklyn Intern  
September 2017 to June 2018  
\$16/hr working 18 hrs/week**

The Fund for Public Health in New York City, (FPHNYC) is a 501(c)3 non-profit organization that is dedicated to the advancement of the health and well-being of all New Yorkers. To this end, in partnership with the New York City Department of Health and Mental Hygiene (DOHMH), FPHNYC incubates innovative public health initiatives implemented by DOHMH to advance community health throughout the city. It facilitates partnerships, often new and unconventional, between government and the private sector to develop, test, and launch new initiatives. These collaborations speed the execution of demonstration projects, effect expansion of successful pilot programs, and support rapid implementation to meet the public health needs of individuals, families, and communities across New York City.

**PROGRAM OVERVIEW (Please list Grant Name and Location)**

Part of the Center for Health Equity, the Neighborhood Health Action Center (formerly District Public Health Office) in North/Central Brooklyn, East and Central Harlem, and the South Bronx were created in 2003 to situate additional health resources in high-poverty neighborhoods and communities. In the fall of 2015, the Brooklyn and Harlem DPHOs launched the Creating Healthy Schools and Communities (CHSC) initiative funded by the New York State Department of Health. This initiative aims to address gaps in access to healthy food and safe, active living opportunities through community-level capacity building, policy, and systems-level change.

**POSITION OVERVIEW**

The intern will support 4-6 schools in Brooklyn to develop school-level comprehensive wellness policies. Responsibilities include identifying a school wellness committee and assisting schools in holding monthly committee meetings to launch school wellness policy work. The intern will also assist team and school stakeholders in completing assessment tools to identify current practices and policies around nutrition and physical activity. Following completion of assessment, the intern will work with schools to implement wellness policies and support schools in pursuing resources that will increase physical activity time and opportunities for healthy eating. Additionally, the intern will work on projects that connect schools to existing Action Center food retail and active transportation activities.

**RESPONSIBILITIES**

From September 2017 to July 2018, the intern will work with the Healthy Schools Brooklyn Coordinator to:

- Contact participating schools and identify existing school wellness leadership team and/or meet with school administration to develop school wellness team
- Organize monthly meetings of school wellness team to discuss wellness policies and complete assessments
- Support the school in adopting and implementing wellness policies based on interests and strengths identified in assessments
- Assist on food share/food retail and active transportation activities with schools
- Attend internship meetings with the Healthy Schools Brooklyn Coordinator and report activities with schools and other stakeholders
- Provide brief summary report to DPHO and enter schools data into tracking database
- Summarize findings of completed assessments, present back to wellness team their accomplishments over the school year in implementing wellness policies that increase healthy eating and physical activity in the school and offer feedback to the school regarding next steps
- Perform any other organization related duty or project as necessary

#### **QUALIFICATIONS**

- Graduate-level student
- Knowledge of or resident of Brooklyn Action Center communities (Brownsville, Bedford-Stuyvesant, Bushwick, East New York) or East and Central Harlem strongly preferred
- Preliminary training in community public health and community outreach
- Ability to speak persuasively on health topics
- Familiarity with public transportation is necessary
- Fluency in Spanish is not required, but a plus

#### **SALARY AND BENEFITS**

\$16/hour working 18 hours/week.

#### **TO APPLY**

To apply, send Resume, with Cover Letter, including current/most recent salary and how your experience relates to this position, to [publichealthjobs@fphnyc.org](mailto:publichealthjobs@fphnyc.org) indicating "Position Title\_your name" in subject line.

***The Fund for Public Health in New York City is an Equal Opportunity Employer and encourages a diverse pool of candidates to apply.***