

Community Health Promotion Intern Position Available

Where: Safe Kids Utah
Utah Department of Health
288 N 1460 W
Cannon Building
Salt Lake City, Utah 84116



When: Spring Semester (through June 2010)

Description: A dependable, independent mature student intern for Safe Kids Utah will have the opportunity to enhance community health promotion skills and apply theoretic knowledge. While assisting the Safe Kids Utah Director, with fundraising, grant submission, newsletter preparation and distribution, program planning and implementation, and other duties as assigned, the student will gain valuable experience relating to safety and injury prevention. A flexible 10-15 hour per week schedule will be expected.

For more information or to submit your resume, contact Christi Fisher at cfisher@utah.gov or at 801-538-6852.

Intern prerequisites:

Must be dependable
Must be able to work independently
Must be willing to commit to program through June 2010
Must be able to lift at least 15-20 pounds

Intern Duties:

- Attend as many coalition and coordinators meetings as possible
- Act as scribe
- Transcribe minutes
- Distribute agenda and minutes
- Attend as many Safe Kids projects and events as possible
- Assist with fund raising, grant submission and evaluation
- Assist with e-newsletter production and distribution
- Prepare and maintain Calendar with dates and deadlines
- Other Duties as Assigned

Deadline: Taking application through close of business February 11, 2010.
Position to close without notice.