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SOUTHEAST LOUISIANA

## Community Impact Internship

**Position Title:** Community Impact Intern

**Location:** 909 S. Broad St., New Orleans, LA 70125, occasional travel may be required for research

**Time Commitment:** 10 hours a week (weekly schedule flexible) for 25 weeks for a total of 250 hours

**Internship Length:** 25 weeks, June 2018 – May 2019

**General Focus:** Tele-behavioral Health Feasibility Study

**Type of Internship:** Paid internship at \$10 per hour

### Specific Tasks:

- Research tele-behavioral health services in VOASELA's 16-parish region – identify local and/or national companies operating within the region and the modes of telemedicine offered.
- Conduct an environmental scan and prepare a preliminary analysis to include external, internal, competitor, and industry review.
- Assist with completing a financial analysis.
- Develop a program budget for future services and ROI.
- Research technology and laws governing the use of technology in Louisiana.
- Conduct a preliminary needs assessment to include stakeholders.
- Document all findings and complete study.
- Conduct focus groups and informational sessions as needed.
- Present findings to executive management and management teams.

**Goals:** By the end of the internship, the student will have conducted a preliminary analysis and completed a feasibility study for the tele-behavioral health services program. The intern will also gain a great deal of experience and insight in market research, data management and the importance of attention to detail necessary to complete a high-level feasibility study.

**Training:** There will be training led by the Director of Community Impact and Human Resources, if required.

### Requirements:

- High school diploma – some college experience
- Reliable personal transportation
- Clear background check
- Availability to work for 25 weeks for at least 10 hours per week

**Helpful Skills:** The ideal candidate will be proficient in Microsoft Word, and Outlook. The candidate should have expert level experience with Microsoft Excel, including creation of WBS and Gantt charts. Nonprofit experience also a plus. Ideal candidate will also possess good oral and written communication skills; organizational skills; the ability to multi-task; the ability to think clearly, logically, and with sound reasoning; and some knowledge of developing and implementing intervention goals and objectives. Attention to detail is of the utmost importance to this position.

**To Apply, please send resume to:** Chentrell M. Williams at [ChWilliams@voasela.org](mailto:ChWilliams@voasela.org).