Position Title: Environmental Health Intern (Unpaid Volunteer), Fall 2011  
Program Area: Community Health Division  
Location: Health Resources in Action’s Codman Square Office, Dorchester, MA  
Supervisor: Environmental Health Staff

Be part of an exciting organization that works with communities in the Boston area, New England, and across the country to identify and address health issues in innovative ways. In partnership with community coalitions, collaborations, health and service providers, faith communities, health centers, youth programs, and other organizations, Health Resources in Action (HRiA) works to promote the health of individuals and communities.

Position Summary: HRiA seeks an intern(s) to work with our Environmental Health Department on a variety of community health projects. The Environmental Health Department seeks to address environmentally-based health challenges – particularly related to asthma, exposure to lead and environmental tobacco smoke, and generally to indoor air quality. We promote healthy homes, schools, childcare centers and workplaces, as well as comprehensive asthma management in order to improve the health status of low-income and minority populations at greatest risk in Boston, statewide and across the New England region.

This is a part-time, flexible unpaid position and we are happy to assist the intern in receiving course credit. The expected time commitment is approximately 10-15 hours/week. Days and times are flexible. Anticipated start date: September 2011.

Interns will be working with one or several of the Environmental Health Department’s programs, including:

- **Boston Healthy Homes and Schools Collaborative (BHHSC):** BHHSC’s mission is to promote healthy homes, schools, and childcare centers, and enhance the well-being of individuals who spend time in them, focusing on Boston’s most impacted communities – Black, Latino and low-income children. BHHSC addresses negative environmental conditions in homes and schools in Boston’s low-income neighborhoods through advocacy, leadership development, education, and policy change.

- **Massachusetts Asthma Action Partnership (MAAP):** MAAP’s mission is to reduce asthma health disparities and improve the quality of life for all people with asthma in the Commonwealth through coordinated efforts, and sharing of best practices. Currently, MAAP has members state-wide, with representation from asthma coalitions, health centers, hospitals, parents of children with asthma, health insurers, non-profits, government agencies, unions, community-based organizations, school nurses, physicians, local boards of health, community activists, and others.

- **The Asthma Regional Council of New England (ARC):** Founded in 2000, ARC is a New England-wide multi-disciplinary coalition comprised of health, housing and environmental leaders that seeks to tackle the environmental and clinical aspects of pediatric and adult asthma. Currently, ARC’s principal efforts focus on promoting a holistic and integrated approach to healthy housing among governmental agencies, promoting financing for comprehensive asthma management by health care insurers and employers, and promoting best practices and results of demonstration and research projects.

**General Responsibilities:**

- Provide logistical and event planning support to Environmental Health Department staff and committees.
- Manage and promote department’s social media accounts.
- Work with staff to implement trainings and outreach on environmental health issues with partners and relevant organizations.
Other Special Projects May Include (but are not limited to):

- Assist in organizing webinars
- Assist in coordinating our Boston Healthy Head Start Initiative, including developing education materials, helping to coordinate training modules, and maintaining communication with partners.
- Conduct research on regulatory policies affecting environmental conditions at in-home childcare providers in Boston.
- Assist the MAAP Director in assessing progress on the goals, objectives and activities of the State Asthma Plan.
- Collaborate with Environmental Health Department staff in researching and pursuing funding opportunities.

Qualifications:

- Junior or senior pursuing a Bachelor’s degree in Public or Environmental Health, Environmental Studies, Urban and Community Development, or other related field. Masters degree candidates will also be considered.
- Strong communication skills, comfort speaking on the phone and in person to community members and agency partners.
- High level of self-motivation and a demonstrated ability to commit to and follow through on projects.
- Proficiency in Microsoft Office, including Word, PowerPoint and Excel.
- Experience working in diverse and multi-cultural settings preferred.
- Candidates with multiple language capabilities are encouraged to apply.
- A strong candidate will have previous knowledge or experience with environmental health issues, or a willingness to learn.

Internship Benefits:

- Build relationships with key stakeholders in the field of environmental health.
- Learn transferable skills, such as website management.
- Become exposed to the daily workings of a nonprofit organization.
- Attend meetings, trainings and conferences as needed.
- Build content knowledge on environmental health issues.

Reply:
Qualified candidates should submit by email a resume with a cover letter to Elizabeth Tanefis, etanefis@hria.org. Please write Environmental Health Intern in the subject line of your email. No phone calls please. Applications received by August 31st will be given priority.