



## Internship Opportunity

### Overview:

This **unpaid** internship provides a learning opportunity for a student to work with a leading disaster preparedness organization. The ICDP Intern supports the Intermountain Center for Disaster Preparedness team in their efforts to improve and enhance the Center's mission to be a Center of Excellence for integrated community-based disaster readiness and resilience through collaborative education, training, research.

- This is an **unpaid** internship opportunity. Applicant must be a student in an accredited school or a program that will allow them to obtain university/college credit for an internship class.
- The selected intern will begin spring semester (January – May 2020). This internship is part-time with hours that fall within the standard work day (8 am to 5 pm). Hours can be flexible within that time frame throughout the week.
- The internship experience will be based at the Intermountain Center for Disaster Preparedness located in LDS Hospital.

### Experiences available

#### The intern will:

1. be assigned one or more specific projects during the internship. Will work independently or as a member of a team to accomplish the tasks necessary to successfully complete the project
2. produce an outcome that meets school requirements and demonstrates operational abilities
3. participate and be involved in a variety of learning projects: work with the members of the team to identify solutions and perform tasks that accomplish individual and team goals.
4. attend department meetings and actively participate in knowledge sharing as it relates to duties
5. gain knowledge and participate in the daily functions of the Center. By the end of the internship, the student will have experienced most aspects of a disaster preparedness center.
6. work with the ICDP social media to keep it current
7. participate in courses offered by the ICDP

#### **Criteria for selection:**

1. Students in emergency response or emergency management fields, who are in an undergraduate program at an accredited institution
2. Students in public relations, communications, marketing, instructor training, or public health administration\* with and interest in emergency management/disaster preparedness, who are in an undergraduate program at an accredited institution
  - **NOTE: There is no patient contact or clinical aspect to this internship**
3. Proficient in Microsoft Office, especially Excel, PowerPoint, and other creative software programs
4. Strong interpersonal and presentation skills
5. Strong analytical and quantitative skills
6. Strong project management and multi-tasking abilities
7. Self-starter and able to work independently

#### **For Consideration:**

Please send a cover letter and resume to Barb Clark at [barb.clark@imail.org](mailto:barb.clark@imail.org). **Deadline for applications: Dec 5, 2019**