



## Public Health Intern

<b>Internship Position:</b>	Public Health Intern
<b>Organization Name:</b>	Refugee Services of Texas, Fort Worth
<b>Hours per Week:</b>	Minimum 15hrs
<b>Length:</b>	Minimum 1 semester
<b>Compensation Type:</b>	Unpaid. Mileage reimbursement available for specific internships

**Agency Description:** Refugee Services of Texas, Inc (RST) was founded in 1978 and is a non-profit social service agency dedicated to resettling and providing social services to refugees and other displaced persons. RST Fort Worth resettles refugees from thirty different countries of origin with the majority of clientele currently originating from Afghanistan, Burma, the Democratic Republic of Congo (DRC), Iraq, and Somalia. RST's mission is to provide quality services guided by principles of human compassion and dignity.

**Internship Description:** RST is seeking Undergraduate and Master's-Level Interns to assist with their refugee Social Adjustment Services and Preferred Communities Programs. Internship duties consist of assisting newly-arrived individuals with social services, extended cultural orientations, management of chronic health issues, and community integration. The intern may assist clients in scheduling transportation to health appointments, following up with medical providers, or other services related to helping refugee clients understand health and attain self-sufficiency in the United States. Duties also include program evaluation and development, as well as administrative assistance in running a social-services organization. Interns will gain a range of professional and administrative skills, an understanding of U.S. refugee programming, and the various domestic and international policies influencing refugee resettlement.

### Duties:

- Assist in the coordinator of services for refugees clients, including access to services in the community, HHSC benefits applications, low-income housing applications, and low-cost health insurance applications
- Coordinate extended orientations and present to a large group of refugee clients on matters of US laws, health, after-school programming, parenting, and other various needs.
- Interact with city and state agencies and representatives as well as other non-profits in order to secure services for clients.
- Transport clients to and from appointments and related activities.

- Maintain a high level of organization in documenting activities within client case files and computer databases.
- Mentor a newly arrived family or individual, which will involve meeting with the family or individual for one hour every week.

**Qualifications:** Qualifications include an ability to be flexible and manage time appropriately, a willingness to work with diverse populations, professionalism, and a commitment to social justice issues. Prior experience with diverse and/or vulnerable populations preferred, though not required. Car, insurance, valid driver's license, and willingness to drive clients in personal car are required.

**Skills:** Skills include computer competency, excellent organizational skills, ability to meet deadlines, and effective verbal and written communication skills. Applicant should be mature, self-starting, and comfortable working within a fast-paced environment and with little supervision. *Ability to speak in Dari, Pashto, Swahili, French, Spanish or Burmese is preferred but not required.*

**Application Instructions:**

For consideration, please submit a resume, cover letter, and availability to [fortworth@rstx.org](mailto:fortworth@rstx.org) with subject line Public Health Internship. Please inquire about details if academic credit is desired.