

**Undergraduate Health Leadership Initiative  
2022 Summer Internship Program**



**Downeast Community Partners  
7 VIP Drive \* Machias, ME 04654**

**About the Organization:** Downeast Community Partners (DCP) is a non-profit, non-governmental, private corporation, and community action program, serving Washington and Hancock counties. DCP was incorporated in 1966 as a 501(c) (3) organization as Washington-Hancock Community Agency. Our Board of Directors comprises one-third of its membership from the private sector; one third from the public sector; and one third from an elected sector representing people with low incomes. In 2017, DCP merged with Child and Family Opportunities, bringing Head Start Centers in the two counties under the DCP umbrella.

DCP's mission is to bring community resources together to help people in Washington and Hancock counties to achieve self-sufficiency and a better quality of life. They provide the following services: business assistance, elder support, veteran's support, personal and business financial services, home repair, weatherization, and maintenance, and transportation (community transit, assistance, and volunteer driver).

DCP is a collaborating partner with health, governmental, social service, and human service organizations in the two counties. Although DCP offers services to all people in the two counties, they focus their efforts on low and middle income families, especially those considered vulnerable populations.

DCP will act as the co-sponsor with the State of Maine, Maine CDC Downeast District Office for this summer internship initiative.

The Maine Center for Disease Control and Prevention (Maine CDC) is the governmental public health agency in Maine and is an agency within the Maine Department of Health and Human Services. Maine CDC's mission is to provide the leadership, expertise, information, and tools to assure conditions in which all Maine people can be healthy. The Downeast District Office has responsibility for assuring the delivery of the ten essential public health services in Hancock and Washington Counties and coordinates these efforts using the Downeast Public Health Council, a multi-sector entity composed of organizations with health as part of their mission that provides regional public health coordination and communication.

**Internship Title**

Community Health Intern

**Mentor**

Bobbi Harris

**Work location**

Maine CDC Machias Office  
38 Prescott Drive  
Machias, ME 04654

**Time Commitment:**

32-40 hrs/week for 10 weeks  
Flexible start date in June 2022

**Internship Description**

The Community Health Intern will work in one of the priority areas of the Downeast Public Health Council. Current priorities include cancer awareness and education, building health literacy for patient understanding of healthcare, building a robust palliative care and hospice system in Washington County, and building risk awareness for consumer understanding of private well water testing. Work will entail coordinating with district partners in the healthcare and social services to clarify and understand available data, to assess existing work, to review and assess current research literature, and create a short-term project that may involve qualitative and quantitative research methods to clarify the issue.

**Knowledge, Skills, Abilities and Qualifications**

- Strong interpersonal skills with ability to work well in teams as well as work independently.
- Reliable and conscientious.
- Maturity and self-starter to take on and complete tasks.
- Adaptable to a rural setting and culture.
- Ability to ask questions and ask for help, interest in learning new skills.
- Good communication (verbal, written, presentation) skills.
- Competence in Microsoft Word and Excel; use of Microsoft PowerPoint.
- Good sense of humor.

Preferred –

- Use/Competence in Social Marketing Tools.
- Use/Competence in Qualitative and Quantitative Data Analysis and Presentation of Data.
- Interest in public health, population health, and health issues facing vulnerable populations.

**Stipend**

\$13/hr

**Other logistical Issues to be considered:**

Transportation is required as there will be travel throughout the county. Some evening meetings are also possible.

Interns will adhere to both Maine CDC and DCP's organizational policies and practices for employee and workplace safety, especially in regards to COVID-19 policy.