

Project Coordination Internship (Part-time, 12-20 hours, temporary)

Summary

The Project Coordination Intern will work on one or more projects related to **evidence-based practice dissemination and quality improvement initiatives with children's behavioral health providers across the state of CT**. This position is approximately 12-20 hours per week with flexible hours. Start and end dates will be determined upon fit between program internship requirements and project need with a maximum duration of one academic year. Work will typically be completed remotely, but at least one day in the office and other periodic office time should be expected. Arrangements are flexible and can be made to accommodate Intern's schedule. CHDI will explore opportunities with the intern to obtain school credit for the internship, which may include refining responsibilities to fulfill school requirements.

Requirements

A rising senior in a B.A. program, graduate with a B.A. degree, or a Master's candidate in psychology, public health, social work, child development, education, biostatistics, child development, or related field. Candidates should be interested in and enthusiastic about **implementing statewide projects to improve behavioral health systems of care, providing workforce training to child-serving professionals, and interpreting/utilizing data to improve children's health and well-being, including advancing more equitable services and systems**. Must be extremely organized, efficient, and a strong team player. Must have excellent interpersonal, communication, writing, and time management skills. Knowledge of child evidence-based behavioral health treatments, trauma-informed care, substance use services, and children's behavioral health, education, and/or child welfare systems in CT are strongly preferred.

Responsibilities will likely include:

- Supporting the coordination of quality assurance activities and developing skills in Motivational Interviewing and the SMARTER (Specific, Measurable, Attainable, Relevant, Time-Bound, Evaluated & Reviewed) goals frameworks in quality improvement consultation.
- Assisting with statewide project activities that include co-hosting project meetings with CHDI staff and behavioral health providers.
- Assisting with the coordination of statewide workforce training and reporting of training evaluation data.
- Supporting evidence-based practice provider certification to enhance high-quality clinical care.
- Learning to use data collection/reporting approaches and materials that support evidence-based practice implementation and quality improvement.
- Collaborating with CHDI staff to publish a written product (e.g., infographic, report, etc.).
- Developing and presenting a relevant children's behavioral health topic of interest to CHDI staff or other partners.
- Co-designing and launching an online survey to obtain input to inform quality improvement.
- Assisting with administrative and operational support, as needed.

Compensation

This position is paid at a rate of \$15 per hour.

About CHDI

The Child Health and Development Institute (CHDI) is a non-profit organization working in partnership with state and regional agencies, providers, schools, universities, and other organizations striving to advance equitable and sustainable improvements in behavioral health

systems, practices, and policy for all the state's children. CHDI's core values of **anti-racism, respect, accountability, collaboration, and equitable action** have been intentionally and collaboratively designed to reflect the culture we strive to embody and the ways that we approach our work. CHDI functions as an intermediary organization to develop, train, disseminate, evaluate, and expand effective models of practice in children's mental health, juvenile justice, education and other systems. CHDI does not provide direct clinical services.

Applications

To apply, please click the apply to position button and submit the following: (1) a detailed letter of interest describing qualifications, experience, and interest in the project described; (2) curriculum vitae. Applications will be considered on a rolling basis until the position is filled. The position is contingent upon continued funding.

<https://child-health-development-institute-of-ct-inc.breezy.hr/p/4b877b08ba55-project-coordination-internship?state=published>

CHDI is an equal opportunity employer and acknowledges this in its solicitations or advertisements for employees. It is our policy to provide equal opportunity to qualified individuals, at all levels of employment, regardless of race, color, religious creed, age, sex, gender identity or expression, marital or civil union status, national origin, ancestry, present or past history of mental disability, intellectual disability, learning disability, physical disability, including, but not limited to, blindness, military service, veteran status, pregnancy, genetic information, or sexual orientation. This commitment to equal opportunity applies to decisions related to all aspects of employment, including recruiting, hiring, training, selection, promotion, development, compensation, and the terms, privileges, and conditions of employment.

Terms and Conditions of Employment

CHDI requires applicants to have current legal authorization to work in the United States and the organization does not sponsor applicants for work visas.

Employment of the successful candidate is contingent upon the successful completion of a pre-employment criminal background check.

CHDI employees are required to be vaccinated for Covid-19, subject to the grant of a request for reasonable accommodation. Consistent with State law, CHDI provides reasonable accommodations, absent undue hardship, to qualified individuals with disabilities/medical conditions and based upon a sincerely held religious belief, observance or practice that conflicts with getting vaccinated.

Unvaccinated employees with an approved reasonable accommodation must submit adequate proof of a negative test for SARS-CoV-2 on a weekly basis.