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**North Shore Health Department (NSHD) Student Placement FAQ**

1. **WHO CAN APPLY FOR A STUDENT PLACEMENT?**

NSHD student placements are available to individuals who are:

* currently enrolled in an accredited education program;
* seeking experience or knowledge in conjunction with their education development plan; or
* interested in providing their time, knowledge, expertise, or service in an attempt to develop public health work experience.
1. **HOW DO I APPLY FOR A PLACEMENT?**

All applicants are required to complete the Student Placement Application and submit their resume before being considered for a placement. To apply:

* Prepare and update your resume.
* Complete the Student Placement Application.
* Send your **resume** and the **Student Placement Application** to NSHD@nshealthdept.org.
1. **ARE STUDENT PLACEMENTS PAID?**

Student placements are unpaid. Most students receive course credit(s) in exchange for their service.

1. **HOW LONG DO STUDENT PLACEMENTS RUN?**

Student placements vary in length depending on the preceptor and student’s needs. Generally, placements last a minimum of two months and require students to dedicate 5 or more hours per week to the placement. Placements usually coincide with academic semesters (e.g. Spring, Summer, Fall).

1. **ARE THERE ANY PRE-PLACEMENT REQUIREMENTS?**

Students may need to undergo a criminal background check and obtain compliance with the NSHD immunization policy before beginning a placement. The NSHD will work with the student to ensure these criteria are met.

1. **I AM INTERESTED IN OBSERVING OR JOB SHADOWING STAFF AT THE NSHD. WHAT DO I DO?**

The NSHD has limited opportunities for students who want to learn about public health in a more informal, short-term way. Contact NSHD@nshealthdept.org if you are interested in setting up an observation or job shadowing.

1. **DOES MY APPLICATION GUARANTEE A PLACEMENT?**

All student placements are available on a limited basis. In order to be placed at the NSHD, a match between the student’s interest and need, and the health department’s current need, including available time for a preceptor, must match. Applicants will be contacted within two weeks of submitting an application to inform them of the current outlook for placement.

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**Application for Student Placement**

**CONTACT INFO**

Name Click or tap here to enter text.

Address Click or tap here to enter text.

Phone Click or tap here to enter text.

Email Click or tap here to enter text.

**PLACEMENT TYPE**

What type of student placement are you interested in?

[ ] Internship, field placement, or capstone project, for academic credit

[ ] Volunteer placement, not for academic credit

[ ] Observation or job shadowing

[ ] Other (specify): Click or tap here to enter text.

**ACADEMIC PROGRAM**

Are you currently enrolled in an academic program? [ ] Yes [ ] No (skip to next section)

College or University Click or tap here to enter text.

Degree Program and Major Click or tap here to enter text.

Expected Graduation Year Click or tap here to enter text.

Faculty Advisor’s Name Click or tap here to enter text.

Faculty Advisor’s Email Click or tap here to enter text.

Will you receive course credit for this placement? [ ] Yes [ ] No

Is the placement required for your academic program? [ ]  Yes [ ]  No

Does your NSHD preceptor need to have specific credentials? [ ]  Yes [ ]  No

If yes, please explain (MPH, PhD, RN, RS, etc.) Click or tap here to enter text.

Are there specific expectations of your NSHD Preceptor? [ ]  Yes [ ]  No

If yes, please explain Click or tap here to enter text.

**SCHEDULE**

Preferred start date Click or tap here to enter text. Preferred end date Click or tap here to enter text.

How many total hours are you seeking? Click or tap here to enter text.

Average hours per week Click or tap here to enter text.

Please indicate your weekly availability. Our offices are open Monday through Friday 8-4:30, but some opportunities may exist on evenings and weekends:

Monday Click or tap here to enter text.

Tuesday Click or tap here to enter text.

Wednesday Click or tap here to enter text.

Thursday Click or tap here to enter text.

Friday Click or tap here to enter text.

Saturday Click or tap here to enter text.

Sunday Click or tap here to enter text.

Is there anything else we should know about your availability? Click or tap here to enter text.

**PLACEMENT**

Do you already have an identified project? [ ] Yes [ ]  No

If yes, what is the project? Click or tap here to enter text.

If no, please indicate your area of interest within Public Health. Choose from the following:

[ ] Accreditation

[ ] Community Health Improvement Cycle

[ ] Communicable Disease

[ ] Chronic Disease Prevention

[ ] Maternal-Child Health

[ ] Environmental Health:

[ ] Injury Prevention

[ ] Sanitarian/Inspection:

[ ] Other (please describe):

Click or tap here to enter text.

**Briefly explain why you would like to complete a field placement experience at the NSHD. Include any specific knowledge or skills you would like to develop.**

Click or tap here to enter text.

**Please describe any relevant course work or experience that may be useful to your placement.**

Click or tap here to enter text.

**What are your career and/or educational goals?**

 Click or tap here to enter text.

Please include two professional references with your application. It is highly recommended that references

be familiar with your professional or volunteer experiences. Indicate what kind of relationship you have with

the reference (*e.g.,* previous supervisor, professor, etc.)

**Reference #1:**

Name & Title:

Affiliation:

Phone:

Email:

Relationship:

**Reference #2:**

Name & Title:

Affiliation:

Phone:

Email:

Relationship:

**How did you learn about our student placement opportunities?**

Click or tap here to enter text.