



NORTHERN KENTUCKY HEALTH DEPT

2025

**STUDENT LEARNING
PLACEMENT CATALOG**



HOW TO APPLY

Thank you for your interest in the Student Internship Program at the Northern Kentucky Health Department (NKY Health)!

If you'd like to apply for an internship listed in this catalog, please submit an application using the link below or visit nkyhealth.org/internships.



[Student Internship Application](https://nkyhealth.org/internships)



Application Deadlines:

Spring Term – Apply by November 1 (Start in January)

Summer Term – Apply by April 1 (Start in May/June)

Fall Term – Apply by July 1 (Start in September)

All internships are unpaid at this time.

Want to learn more about NKY Health? Visit our website: nkyhealth.org

QUESTIONS? EMAIL:

STUDENT.COORDINATOR@NKYHEALTH.ORG



INSPIRE, IGNITE, IMPROVE - YOUR FUTURE STARTS HERE!

We are currently accepting applications for a limited number of internship placements.

If you're looking for hands-on experience in your field, we encourage you to apply now.

In the past, we've hosted students in Data Analytics, Human Resources, Information Technology (IT), Epidemiology, Harm Reduction, and HIV Case Management. While summer opportunities are limited, additional roles may open for the fall semester and beyond.

Submitting an application lets us know you're interested in future learning experiences, however placement is not guaranteed. Apply today to be considered for current and upcoming internship opportunities!

QUESTIONS? EMAIL:

STUDENT.COORDINATOR@NKYHEALTH.ORG



FEATURED



ACCOUNTING PROCESS MAPPING

Administration Accounting

HOST SITE PRECEPTORS: TONI BROWN, MBA

Project Overview:

Assist in the development of a detailed process map of Accounting, Budget, and Grant Management functions. Assist with the updating of the Internal Control Manual.

Project Goals:

- Create a process map which identifies current roles and responsibilities of Accounting, Budget, and Grants Management.
- Identify areas of overlap between functions.
- Identify processes that are currently unassigned.
- Identify areas where processes do not align with internal control objectives.
- Assist with the update of NKY Health's Internal Control Manual.
- Present a detailed report of findings.

Student Level: Bachelors, Masters

Number of Students: 1

Hours/Schedule: Part-Time, Full-Time, Flexible

Primary Worksite: District Office

REQUIRED SKILLS:

- Ability to work independently to accomplish assigned goals.
- Strong oral and written communication skills.
- Computer and presentation skills.
- Time management and organization.
- Ability to extract information through interviews and observations.
- Some knowledge of accounting concepts.

If you are interested in this internship:

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FEATURED

STAKEHOLDER & POWER ANALYSIS FOR COMMUNITY HEALTH

**Administration
Health Planning**

HOST SITE PRECEPTORS: RACHEL LAXTON, MPH, CHES®

Project Description:

Public health initiatives thrive when diverse voices shape solutions. As part of NKY Health's upcoming community health assessment process using MAPP 2.0, you will complete a Stakeholder and Power Analysis to identify key community players, assess their influence on health outcomes, and recommend strategies to strengthen equitable engagement.

Project Goals:

- Use stakeholder mapping and collective brainstorming to identify and create a Stakeholder Analysis Brainstorm List of people, partners, organizations, coalitions, and other groups within the region to engage in MAPP.
- Assist with the completion of a Stakeholder Analysis Table to allow for stakeholder comparison and to help identify gaps in knowledge.
- Plan and initiate engagement (interviews, focus groups, or surveys) with selected priority stakeholders to gather insights, analyze data, and assess engagement gaps.
- Assist with analyzing identified stakeholders, including categorization, alliances, knowledge of MAPP/CHA process, and power to impact the community. Identify barriers to participation and opportunities to elevate marginalized voices.

Project Goals (cont.):

- Present findings to Partners for Health coalition and internal leadership to interpret results and co-develop strategies for stronger engagement.

Student Level: Masters

Number of Students: 1

Hours/Schedule: Part-time, Full-Time, Flexible

Primary Worksite: Hybrid - On Site & Remote

REQUIRED SKILLS:

- Pursuing a degree in public health or related field.
- Knowledge of public health frameworks such as MAPP 2.0.
- Excellent communication and presentation skills.

RECOMMENDED SKILLS:

- Experience with community health assessments and social determinants of health.
- Familiarity with qualitative and quantitative research techniques.
- Prior experience facilitating discussions or engaging with diverse groups.

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FEATURED



VIDEO COMMUNICATIONS

Administration
Public Information

HOST SITE PRECEPTORS: SKIP TATE, STEPHANIE HAGGARD

Project Description:

Develop video content from conception to production to enhance employee recruitment.

Project Goals:

- Help with conceiving, shooting, recording, editing, and producing videos for employee recruitment.
- Shoot B Role of various NKY Health functions.
- Document NKY Health functions for web or social media usage.

Student Level: Bachelors, Masters

Number of Students: 1

Hours/Schedule: Part-Time, Flexible

Primary Worksite: District Office

REQUIRED SKILLS:

- Experience with shooting and editing videos.

RECOMMENDED SKILLS:

- Experience with Adobe Premiere Pro or equivalent.
- Use of digital video camera.
- Experience with lights and sound.
- Experience with storyboard creations.

If you are interested in this internship:

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FEATURED

CLERICAL/OFFICE AND RECORDS ARCHIVING

Clinical Services
Support Services

HOST SITE PRECEPTORS: TAMMY FOXWORTHY, KRISTI COVINGTON

Project Overview:

Prepare records for digitization, indexing, and future archiving.

Project Goals:

- Prepare permanent records to be digitized and indexed by an outside organization.
- Organize permanent records to be archived in offsite storage.

Student Level: Associates, Bachelors

Number of Students: 2

Hours/Schedule: Part-Time

Primary Worksite: District Office

REQUIRED SKILLS:

- Organizational skills.
- Clerical skills.

RECOMMENDED SKILLS:

- Time management.
- Can work independently.
- Attention to detail.

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FEATURED



LEGIONELLA WATER MAINTENANCE PLAN SURVEY & EDUCATION

EH&S Division

HOST SITE PRECEPTORS: TED TALLEY, REHS, MBA, MPH

Project Overview:

Develop and provide survey materials to local public facilities/buildings to determine their knowledge and current practices to protect against Legionella in water systems. Provide education to facility operators, documenting findings, creating a report of findings, and proposing a plan to improve Water System Maintenance Plan utilization in public facilities to reduce potential of Legionella outbreaks.

Project Goals:

- Research Legionella issues and best practices related to protecting public facilities from Legionella outbreaks through proper Water System Maintenance Plans and operations.
- Collaborate with EH&S staff to develop draft and final strategies to address Legionella concerns in public and other facilities.
- Create survey, data mechanisms/tools, and educational materials to collect relevant data and address concerns.
- Project will involve contact with facility operators through electronic, mail, and site visits to accomplish goals.
- Student intern will create database of findings, report of project results, describe facilities' successes, barriers, and failures related to Water System Maintenance Plans, and propose possible steps to improve desired outcomes.

Student Level: Bachelors, Masters

Number of Students: 1

Hours/Schedule: Flexible

Primary Worksite: District Office

REQUIRED SKILLS:

- Self-motivated, strong research, and communication skills.
- Professional, dependable interactions.
- Knowledgeable in biology, environmental sciences, or related field.
- Reliable automobile and driver's license.
- Strong computer skills.

RECOMMENDED SKILLS:

- Group presentation skills.
- Knowledge of environmental health programs.

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FEATURED

IMPLEMENT POP HEALTH INITIATIVES

**Population Health
Community Health Promotion**

**HOST SITE PRECEPTORS: JODI CESENE, M.ED., CPH
& KELLY SCHWEGMAN**

Project Overview:

Work with the Population Health division to plan, implement, and evaluate health initiatives related to active living, healthy eating, and tobacco prevention and cessation.

Project Goals:

- Collaborate with community partners and groups to promote LiveWell initiatives and coalitions.
- Assist with implementation of various community outreach events.
- Contribute to and coordinate community Day of Action (tobacco waste clean-up) events within our four-county jurisdiction.
- Contribute to the development and dissemination of public health educational materials such as flyers, resources, and social media posts.

Student Level: Associates, Bachelors, Masters

Number of Students: 1

Hours/Schedule: Part-Time, Full-Time, Flexible

Primary Worksite: Hybrid - On Site & Remote

REQUIRED SKILLS:

- Oral and written communication skills.
- Good time management.
- Comfortable talking in front of a group.
- Energetic.

RECOMMENDED SKILLS:

- Able to drive and access to a vehicle.

If you are interested in this internship:

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FEATURED



COMMUNITY HIV HOME TEST DISTRIBUTION

**Population Health
Infectious Disease**

HOST SITE PRECEPTORS: ORION HOLDEN, CHES®

Project Overview:

Work within the Population Health division to partner with community organizations to distribute HIV home tests to priority populations. Collaborate with an HIV Health Educator to coordinate material drop-offs.

Project Goals:

- Identify new community partners for distribution of home tests.
- Coordinate and communicate with partners for drop off of other necessary NKY Health educational materials.
- Evaluate and disseminate effectiveness of distributions.

Student Level: Bachelors

Number of Students: 1

Hours/Schedule: Part-Time

Primary Worksite: District Office

REQUIRED SKILLS:

- Strong communication skills.
- Professional interactions and appearance when communicating with community partners.
- Self-motivated.
- Ability to work independently and in a team environment.

RECOMMENDED SKILLS:

- Reliable vehicle and valid license.

If you are interested in this internship:

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DIETETICS PLACEMENT

Clinical Services Division

HOST SITE PRECEPTOR: AMANDA DAVIS, MS, RDN, LD, CLC

Intern Objectives:

- Complete ACEND competencies for the Community Dietitian rotation.
- Observe and assist in determining eligibility for WIC services, conducting nutrition assessments, counseling based on individual needs, and determining WIC food package.
- Participate in community nutrition education activities and WIC outreach.
- Support breastfeeding mothers and contribute to breastfeeding education initiatives.
- Observe Medical Nutrition Therapy interventions, list the most common diseases related to nutrition found in the health clinics, and cite appropriate MNT interventions for each.
- Observe food inspections with a Registered Environmental Health Specialist, describing their role at NKY Health.
- Maintain accurate and confidential participant records.
- Address cultural considerations in providing WIC and nutrition services.

STUDENT LEVEL:

Bachelors, Masters

HOURS/SCHEDULE:

Part-Time, Full-Time, Flexible

PRIMARY WORKSITE:

Varies: District Office, Health Clinics, Community

REQUIRED SKILLS:

- Dietetic student from an accredited program

RECOMMENDED SKILLS:

- Strong verbal and written communication skills
- Flexibility

TYPICAL TIMEFRAME: ONE - EIGHT WEEK ROTATIONS

If you are interested in this internship:

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CLINICAL PLACEMENTS

Clinical Services

Clinical placements are available for nurse practitioner (NP) students, role transition students, nursing students, and dietitian students. We encourage these students to apply for an experience at one of our four health centers and/or district office.

NKY Health operates a health center in each of these four counties:
Boone, Campbell, Grant, and Kenton.

Services offered at our health centers include women's health services, birth control, pregnancy testing and counseling, testing (STDs, HIV, hepatitis C), cancer screening (cervical and breast), nutrition counseling, immunizations, WIC (Women, Infants, and Children), TB treatment, and breastfeeding support.

Applications for a clinical placement must be submitted by the following dates:

Spring Semester: November 1st

Summer Semester: April 1st

Fall Semester: July 1st

Student selections will be made within two weeks after the deadline.



If you are interested in a
clinical placement:
[Click Here to Apply](#)



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TAKE THE NEXT STEP: APPLY FOR AN NKY HEALTH INTERNSHIP TODAY!

At NKY Health, our internships aren't just about gaining experience—they're about making an impact. As an intern, you'll contribute to meaningful public health initiatives while building the skills and confidence needed for your future career.

Here's what you can expect:

- Hands-on experience in real-world public health practice
- Exploration of diverse career paths in the field of public health
- Resume-boosting skills through on-the-job training
- Opportunity to earn academic credit for your coursework
- Increased confidence and professional growth through mentorship and real responsibilities
- A potential letter of recommendation from your preceptor or supervisor

Take the first step toward a rewarding career in public health.

[Apply for an NKY Health internship today!](#)

QUESTIONS? EMAIL:

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