

**New Orleans Health Department Internship Program  
Internship Opportunity Description  
Fall 2025**



**Internship Title: Alzheimer's & Dementia-Related Diseases Intern (FALL25-06-P)**

**Position Overview:**

This internship will provide graduate students interested in Alzheimer's and Dementia-Related Diseases (ADRD) hands-on experience in conducting Community Convenings and developing community-clinical linkages. The internship work will vary from week to week, and the intern will be able to learn and practice a wide range of health department/public health tasks. This is an in-person or hybrid opportunity, with a minimum of 8 hours in-person every week and a maximum of 15 hours of work per week.

Rate of Pay: \$18.88 per hour

Funding Source: NOHD CDC Grant.

Position type: This is an in-person or hybrid opportunity. If hybrid, on the days that the intern reports in person, they will report to 1300 Perdido Street, New Orleans, LA 70112 (New Orleans City Hall).

**Intern Supervision**

Supervisor Name: Dr. Lacie Tillman

- Supervisor Title/Program: Chronic Disease Program Manager
- Supervisor Email: [lacie.tillman@nola.gov](mailto:lacie.tillman@nola.gov)
- Supervisor Phone: 504-658-2561

**Primary Responsibilities:**

- Support for Community Convenings project
- Community outreach and advocacy
- ADRD health promotion
- Participation in community, team, and working group meetings focused on Alzheimer's and Dementia-Related Disease topics

**Sample Activities:**

- Identifying stakeholders and participants for Community Convenings
- Interviewing ADRD healthcare providers in New Orleans Metro Area
- Establishing at least 1 community-clinical linkage
- Perform community outreach and awareness of brain health
- Develop New Orleans ADRD report
- Develop ADRD health promotion materials

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**Desired Qualifications:**

- Must attend one of the following institutions:
  - Delgado Community College
  - Dillard University
  - Louisiana State University
  - Loyola University New Orleans
  - Southern University of New Orleans
  - Tulane University
  - University of Holy Cross
  - University of New Orleans
  - Xavier University of New Orleans
- Strong written and verbal communication skills
- Confident learner, time management skills, comfortable working with various stakeholders.
- Academic or professional experience in public health (preferred)
- 2nd year master's student (preferred)

**Position Requirements:**

- A minimum of 60 college credit hours must be completed. Supporting documentation such as an official transcript, diploma, or certificate is also required.
- All City of New Orleans applicants must pass a drug and background screening prior to hire, be legally allowed to work in the United States, and able to provide supporting documentation such as a valid passport
- If position is fully remote, interns will be required to submit all documentation in person prior to hire

**Compensation:**

- Paid interns will be hired at the Civil Service Management Development Assistant classification level with an hourly compensation rate of \$18.88 per hour
- Paid interns cannot work overtime; hours worked will be strictly limited to no more than 15 hours per week
- Positions are limited to a term of 12 consecutive weeks from official start date
- Paid interns hired by the City cannot take another transient appointment within one year of termination
- No benefits will be awarded for this position

**Resources Available:**

- Workstation
- City Email
- Microsoft Office 360
- Office Supplies