

Internship Title: Graduate Research Internship—Health Inequity, Policy Analysis, and Artificial Intelligence (FALL26-03-P)

Position Overview: The New Orleans Health and Human Services Department is seeking a graduate-level Research Intern to support the development of an innovative public health research initiative focused on understanding and predicting policy-driven health inequities. The intern will assist with literature reviews, evidence synthesis, environmental scans, and conceptual model development related to health inequities, social determinants of health, structural racism, public policy, and artificial intelligence. This is an in-person internship reporting to the Office of Community Engagement, Performance, and Equity (OCEPE), Division of Health Equity and Innovation (HE&I) at the New Orleans Health and Human Services Department. Rate of pay and funding source will be determined in accordance with City of New Orleans internship policies and available funding.

Intern Supervision

- Supervisor Name: Flint D. Mitchell, Ph.D.
- Supervisor Title/Program: Deputy Director for Community Engagement, Performance, & Equity
- Supervisor Email: Flint.Mitchell@nola.gov
- Supervisor Phone: 504-512-6138 (mobile) | 504-658-2540 (office)

Primary Responsibilities:

- Conduct comprehensive literature reviews on health inequities, social determinants of health, structural racism, public policy, systems thinking, and artificial intelligence applications in public health.
- Synthesize and summarize research findings to support the development of conceptual and theoretical frameworks.
- Assist with the development, refinement, and documentation of conceptual models that explain pathways linking policy decisions to population health outcomes.
- Identify gaps in the existing literature and recommend areas for future research and investigation.
- Prepare written summaries, reports, and presentations to communicate findings to project staff and stakeholders.

Sample Activities:

- Search and review peer-reviewed and gray literature using databases such as PubMed, Scopus, Google Scholar, and government publications.
- Develop annotated bibliographies, literature matrices, and evidence tables summarizing key findings, methodologies, and research gaps.
- Conduct environmental scans of existing health equity frameworks, policy analysis models, and public health assessment tools.
- Assist in creating logic models, systems maps, and conceptual diagrams illustrating relationships among policies, social determinants of health, and health outcomes.

New Orleans Department of Health & Human Services Internship Program
Internship Opportunity Description
Fall 2026



- Summarize findings from academic articles, reports, and policy documents for inclusion in research proposals, manuscripts, and presentations.
- Participate in project meetings and provide updates on literature review findings and emerging themes.
- Assist with preparing research briefs, slide decks, and technical reports for internal and external audiences.

Desired Qualifications:

- It is preferred that the student attend one of the following institutions:
 - Delgado Community College
 - Dillard University
 - Louisiana State University
 - Loyola University New Orleans
 - Southern University of New Orleans
 - University of Holy Cross
 - University of New Orleans
 - Xavier University of New Orleans
- If the student does not attend one of the above-mentioned universities, the student must be a Louisiana native.
- Currently enrolled in a master's or doctoral program in Public Health, Public Policy, Sociology, Political Science, Health Services Research, Law, Urban Studies, Social Work, Data Science, or a related field.
- Strong interest in health equity, public policy, social determinants of health, systems change, or population health.
- Demonstrated ability to conduct literature reviews and synthesize complex information from multiple sources.
- Strong written communication, critical thinking, and analytical skills.
- Proficiency in Microsoft Word, Excel, and PowerPoint.
- Experience using academic databases and reference management software (e.g., Zotero, EndNote, Mendeley) is preferred.
- Familiarity with conceptual frameworks, systems thinking, logic models, or public health research methods is desirable.

Position Requirements:

- A minimum of a degree from an accredited college or university. 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.
- Must be able to work in person at the New Orleans Health Department during regular business hours.

New Orleans Department of Health & Human Services Internship Program
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- Must maintain enrollment in an accredited college or university (or be a recent graduate, if permitted under internship guidelines).
- Must comply with all City of New Orleans and New Orleans Health Department policies and procedures.
- Must be able to manage multiple assignments and meet project deadlines.
- Must maintain confidentiality when handling research materials and project documents.
- Must be available for a minimum commitment of 10–20 hours per week during the internship period.

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 up to 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:

- Workspace to conduct work-related activities
- Desktop Computer equipped with Microsoft Office 365
- Memberships available to NOHD staff including Canva and Visio
- Nola.gov email
- Phone (landline)
- Basic office supplies necessary to fulfill responsibilities
- Printer with scanning and copying capabilities