

New Orleans Health Department Internship Program
Internship Opportunity Description
Fall 2025



Internship Title: Gulf South VECTOR Education Intern (FALL25-12-P)

Position Overview: The City of New Orleans is one of the lead agencies on the Gulf South Vector Educational Center for Training, Outreach, and Resources (VECTOR) project. This project aims to create partnerships, train professionals and students, and evaluate trainings on vector-borne disease risks across Texas, Louisiana, Mississippi, Alabama, and Florida. This is an in-person position, reporting to New Orleans City Hall, 1300 Perdido Street, Suite 7W03, New Orleans, LA 70112.

Rate of Pay: \$18.88 per hour

Funding Source: PHEEH Program funds.

Intern Supervision

- Supervisor Name: Meredith McInturff, MPH
- Supervisor Title/Program: Manager, Public Health Emergencies & Environmental Health Unit
- Supervisor Email: phee@nola.gov

Primary Responsibilities:

- Conduct outreach to at least 5 health-related schools/programs that do not already have established relationships with the Gulf South VECTOR project.
- Support development of at least 2 trainings for local health professionals in vector-borne disease risks through web-based and in-person programming.
- Plan NOHD's contributions to NOLA Bug Fest (Saturday, October 11, 2025) to recruit local professionals into Gulf South VECTOR activities and One Health Day (Monday, November 3, 2025) to encourage Gulf South healthcare professionals and students to engage with each other virtually on vector-borne disease concerns.

Sample Activities:

- Lead event recruitment and activity creation that will engage professionals and students in environmental health/vector-borne disease education.
- Attend community events, when possible, to engage with local professionals.
- Attend coordination meetings between Gulf South VECTOR workgroups to identify opportunities for educational crossover between disciplines.
- Support post-event follow up with professionals and students who attend local events to get them connected to more regional activities.
- Attend weekly staff meetings with Public Health Emergencies & Environmental Health Unit staff (Mondays at 1pm – in-person or virtual).

Desired Qualifications

- Late undergraduate or graduate student with some experience in project management, communications, and/or environmental education

New Orleans Health Department Internship Program
Internship Opportunity Description
Fall 2025



- Some public health or healthcare experience preferred.
- Outgoing personality and creative! Looking for someone who can help us innovate in our engagement strategy.

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
- Must be able to work in-office at New Orleans City Hall and at community sites for at least 10 hours per week for their 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 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
- Office supplies