

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



Internship Title: Summer Sexual Assault Projects Summer Intern

Position Overview:

This internship will provide students interested in sexual violence prevention the opportunity to work on public health driven initiatives at NOHD.

One project of this internship will be to support sexual assault awareness initiatives aimed at conducting comprehensive analyses of sexual violence cases in a multidisciplinary, confidential, and culturally sensitive manner. This work will focus on utilizing gathered insights to develop strategic recommendations that enhance survivor safety, improve systemic and social responses, and ensure offender accountability. Responsibilities will include collecting and reviewing data from sources such as court and media records, organizing and inputting information, and contributing to the development of case summaries.

This position will also have the opportunity to participate in the DV/SA Action Coalition and Campus Coalition meetings. The Action Coalition is a group of community partners working in the field of domestic and sexual violence prevention that meets to network, review standard best practices, and exchange resource information. The Campus Coalition is a group of representatives from local higher education providers to improve prevention and responses for domestic and sexual violence on campus. The intern would have the opportunity to support projects related to these groups, such as community partner outreach, public-facing resource development, and training design.

Additional work opportunities within the field of sexual violence prevention will also be available depending on department need and intern interest, such as social media and communications content development.

This internship is a paid position.

Intern Supervision:

- Supervisor Name: Dr. Jordan Pedalino
- Supervisor Title: Sexual Assault Project Specialist
- Supervisor Email: jordan.pedalino@nola.gov
- Supervisor Phone: 504-913-1586

Primary Responsibilities:

- Contribute to research, data collection, and abstraction for the sexual violence initiatives
- Identify and propose opportunities for improvement of sexual assault awareness on local higher education campuses in coordination with the DV/SA Campus Coalition
- Provide operational and outreach support for the Sexual Assault/Domestic Violence Action Coalition
- Develop service industry training and curriculum.
- Support DV/SA social media communication efforts.

Sample Activities:

New Orleans Health Department Internship Program
Internship Opportunity Description
Summer 2025



- Develop resources for college students in partnership with the DV/SA Campus Coalition
- Take the notes and develop the minutes for the Sexual Assault/Domestic Violence Action Coalition, identify new partners and training opportunities.
- Design program training curriculum.
- Create social media postings for sexual assault awareness.

Desired Qualifications:

- Organized and self-driven
- Proficient in the use of Microsoft Suite including Outlook, PowerPoint, and Excel
- Proficient in utilizing social media for public health messaging.
- Interested in addressing domestic and sexual violence as a public health issue.
- Graduated or working on a degree in public health, or related field.

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 the position is fully remote, interns will be required to submit all documentation in person prior to hire.

Compensation:

- This position is paid.
- 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, laptop, and office supplies