Intern Request Form

Contact information for UAB Employee Wellness:

Meg Baker, Director of Employee Wellness
270 Administration Building
701 20th Street South
Birmingham, AL 35294-0102
205.975.7775
megbaker@uab.edu

Number of internship positions available: 2 internship positions per semester

Reporting requirements: Will report to Meg Baker, UAB Director of Wellness

Period of Performance: Summer, Fall or Spring Academic Semesters

Is a salary available? No

Students should apply by email: megbaker@uab.edu

Brief description of company/organization/agency mission, goals, and activities:

Mission – The mission of the University of Alabama at Birmingham Employee Wellness program is to cultivate, innovate, and nurture a collaborative approach for the individual and corporate health of our employees.

Statement of Purpose – The purpose of the UAB Employee Wellness program is to provide integrated health education, Lifestyle behavior, chronic care, and medical resources to promote and facilitate healthy living in the areas of nutrition, exercise, stress management and tobacco cessation.

Scope of internship work; objectives in competency, skill, knowledge or understanding of health principles:

1. Must have an interest in overall health promotion and public health.
2. Must possess a desire to learn operational components of research, strategic planning, implementation, and evaluation of corporate health management.
3. Must be well versed in prevention/wellness statistics, research, and major health issues in the state of Alabama.
4. Must be willing to assist in the marketing, promotion, and implementation of programs by maximizing both internal and external resources.
To meet the above described objectives, the student shall conduct the following activities:

1. Assist in the following UAB Employee Wellness objectives:
   a. Evaluate the organizational culture, demands, interests and needs
   b. Design the framework, infrastructure, and resource solutions
   c. Implement and deliver wellness program initiatives
   d. Document and report effectiveness
2. Review the literature and other business web resources, and synthesize key findings to design best practice prevention programs and tools for UAB employees.
3. Maintain ongoing knowledge of wellness events in community and update the UAB Employee Wellness Calendar.
4. Connect with UAB Medicine and UAB Academic Departments to promote UAB Employee Wellness programs and initiatives.
5. Act as a liaison to the faculty for research projects, solutions, and resources that may be applicable for UAB Employee Wellness.

Special qualifications desired of the intern:

1. Must have working knowledge of Word, Excel and Power Point
2. Must have good organizational and communication skills
3. Must be self-motivated and able to work independently
4. Must possess competent communication skills and be comfortable interacting with UAB employees during program settings
5. Hours will be flexible with the understanding that the intern must be flexible to report for special events as needed