



# CALL FOR INTERNS

The Caribbean Public Health Agency (CARPHA) would like to introduce the new Virtual Internship Programme (VIP).

As we continue to adapt to the circumstances of the current pandemic, we seek to provide an experience for our Interns that will offer the important learning opportunities from a virtual perspective. We offer a variety of opportunities to those who meet the following:

- ✓ The minimum age requirement is 20 years for both interns and volunteers.
- ✓ Currently working as a professional or pursuing an undergraduate or graduate degree.
- ✓ Have an interest in Public Health and the desire to develop skills and advance your knowledge in the field.
- ✓ Fluency in English is essential. Knowledge of French and/or Spanish is an asset.
- ✓ Have a desire to experience working in the Caribbean region.
- ✓ The ability to work in a multidisciplinary team.
- ✓ The ability to work in a constantly dynamic and fluid environment.
- ✓ The ability to manage time and complete tasks from a virtual location.



## First Cohort of VIP Interns: January 2021



IF YOU HAVE WHAT IT TAKES AND YOUR QUALIFICATIONS MATCH THE ABOVE CRITERIA KINDLY READ THE "HOW TO APPLY" SECTION BELOW AND SUBMIT YOUR EXPRESSION OF INTEREST TO

[HRM@CARPHA.ORG](mailto:HRM@CARPHA.ORG)



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### Background

The Caribbean Public Health Agency (CARPHA) is the new single regional public health agency for the Caribbean and began operation in January 2013. The Agency is well-placed to provide leadership on a number of issues requiring a regional response. These include:

- Emergency responses to disasters (hurricanes, earthquakes, flooding);
- The surveillance and management of non-communicable diseases (NCDs) that have reached epidemic proportions such as obesity, cancer, heart disease and diabetes;
- The surveillance and management of communicable diseases (CDs), including HIV/AIDS; re-emerging diseases, like tuberculosis in association with HIV/AIDS; and new communicable diseases that are now endemic in the region;
- The surveillance and prevention of injuries, violence and job related illnesses;
- Contribution to global health agreements and compliance with international health regulations.

The Agency is the Caribbean Region's collective response to strengthening and reorienting our health systems so that we are equipped to address the changing nature of public health challenges. The approach is people-centred and evidence-based.

The Internship Programme has provided a variety of opportunities for individuals seeking to gain experience in the Public Health field. Under the guidance and direct supervision of a senior staff member of CARPHA, interns will be assigned projects and tasks that are relevant to their educational backgrounds and interests and provide them with an opportunity to apply and advance their knowledge and develop skills while supporting the implementation of CARPHA projects.

The internship will substantially increase understanding of the issues faced by a unique international health organization. Typical tasks will include literature review, data manipulation and analysis, policy research, and writing for reporting. Specific responsibilities will be based on each intern's experience, knowledge, and skills and on project needs at the time of the internship.



## How To Apply

Please submit your request in writing preferably at least 2-3 weeks in advance. Your application must include:

- a covering letter (**maximum 200 words**) detailing the reasons for applying to CARPHA, your interest in public health and your 1st, 2nd and 3rd choice of departments to work in.
- an up-to-date curriculum vitae/resume that includes:
  - date of birth, age and gender;
  - job experience, previous internships or volunteer work.
- two letters of reference (one each from your current academic supervisor and your most recent employer) to be sent directly by email, using their official university/organisation email address, to the contact email below. They should detail their post, department, University/Organisation and provide a telephone number (not mobile/cell number).
- a writing sample, in English, that answers the question "Why did you pick this internship/volunteer programme? Did you consider alternatives? How are policy decisions arrived at in public health?" (**maximum length 500 words**).

In your covering email be sure to specify the exact dates of your availability and to provide your precise contact details (telephone, fax and/or e-mail).

Kindly submit your request by email with "CARPHA INTERNSHIPS" or "CARPHA VOLUNTEER", as appropriate, in the header to: [HRM@carpha.org](mailto:HRM@carpha.org) You may also use this email for enquiries.

**Incomplete applications will not be reviewed.**