

## NYC Health + Hospitals Central Office Emergency Management Climate Health Internship and Fellowship Program

### Who We Are

#### *Mission*

NYC Health + Hospitals Emergency Management provides the strategic and operational framework and resources to protect our patients, visitors, staff, communities and infrastructure from natural, technological, and intentional incidents through the mitigation of, preparedness for, response to, and recover from them.

### What We Do

Central Office Emergency Management ensures the uninterrupted functionality of system-wide operations. Communication, coordination, and collaboration are the building blocks for our comprehensive and systematic approach for managing emergency situations of any magnitude. Our all hazards methodology employs mitigation, preparedness, response, and recovery strategies to ensure the viability of our sites and provide unparalleled support for all clinical and patient care activities. Climate concerns are becoming increasingly prevalent and demand our attention. The Institute for Diseases and Disaster Management decided to start a climate health branch to proactively prepare for climate-related risks that may impact NYC H+H, the nation's largest municipal hospital system.

### Position Description

*Position Title:* Climate Health Intern or Fellow(Unpaid, non-permanent role)

#### *Intern Duties/Responsibilities:*

Climate change has already begun to place strains on healthcare delivery systems across the globe and will only get worse. This is an opportunity for a highly motivated individual to contribute to NYC Health + Hospitals' system-wide, emergency management-centric approach to climate disaster preparedness and response activities and assist on a city scale.

The Climate Health Intern, reporting to and working with the Climate Health Fellow, as well as the System-wide Special Pathogens Senior Director, will provide support for the following:

- Support a research project regarding climate health.
- Support the planning, operations, and assessment of a climate risk tabletop exercise which may be developed into a full-scale exercise.
- Assist in the writing of relevant manuscripts and articles regarding climate change health system preparedness.
- Conduct a literature review on climate health topics, including climate-related infectious disease spread, climate health initiatives, and New York City-specific threats.
- Develop educational materials for clinical providers and the general public regarding heat waves, hurricane preparedness, and air pollution.
- Provide program management and administrative support, carrying out tasks such as organizing documentation, following-up with appropriate healthcare partners and vendors, setting up and maintaining tracking sheets for preparedness activities, contract deliverable submission; maintain clear and frequent communications and follow-up with facility representatives as needed.
- Support the System-wide Special Pathogens Program and other infectious disease threat related projects.
- Provide administrative support from an ‘all-hazards’ approach to emergency management related activities.
- Attend and support healthcare facility site visits.

### **Educational Requirements**

Previous experience working in fields related to climate change, public health, global health, emergency preparedness and response, planning and exercise, data analysis or infectious disease control and prevention is highly desirable. Additionally, the ideal candidate for this position must be proactive and self-motivated individual with ability to work in teams, a highly dynamic environment with multiple stakeholders and timelines, and have:

- A Bachelor’s Degree or Master’s Degree OR
- An undergraduate student majoring in climate science, environmental studies, public or global health, or related field

### **Qualifications**

- Excellent written and oral communication skills
- Ability to research information and prepare reports and other correspondence
- Experience with Microsoft Office Suite, especially Word and Excel
- Reliable, outgoing, and able to work independently and collaboratively in a team setting
- Ambitious, motivated, and enthusiastic

*All applicants are encouraged to apply for the internship program. Candidates with extensive professional and academic experience in climate change and public health may be eligible for a fellowship, which typically involves a higher time commitment.*

### **Time Commitment**

- 10 hours per week for at least 6 consecutive months. Preference will be given to applicants who can commit to longer durations. Exceptions may be granted at the Program Directors' discretion.
- Terms and time commitment are flexible and can be determined based on the candidate's school and/or work schedule after receiving an internship offer.
- Internship extensions may be offered at the discretion of the Program Directors.
- Business hours are Monday through Friday 9 a.m. to 5 p.m.

### **Assignment Location**

This internship has a suggested in-person component at NYC Health + Hospitals Central Office Emergency Management: 50 Water Street, New York, NY, 10004. Professional appearance and business attire required. Remote opportunities are available on a case by case basis.

### **Benefits**

The position offers interns firsthand experience working in the nation's largest municipal healthcare delivery system, gaining direct exposure to myriad aspects of inter-agency relations, as staff coordinate daily with local, state and federal governmental agencies. This assignment also provides an opportunity for students to explore career options, apply academic knowledge and skills to the workplace, gain career skills, and build resumes and network with professionals in their field of interest.

### **Contact**

Sarah Brown, Climate Health Project Specialist  
Email: [browns77@nychhc.org](mailto:browns77@nychhc.org)

### **To Apply**

Submit the following to [browns77@nychhc.org](mailto:browns77@nychhc.org):

1. Resume/CV
2. Statement of interest
  - a. Provide a summary of academic or professional experience and achievements as it relates to public health, healthcare, infectious disease prevention and/or management.

- Describe focused interests, degree plans, and personal and career goals.
  - Share any personal stories or experiences, skills, or strengths, or unique characteristics.
3. Time commitment
    - a. Indicate proposed internship term(s) and hours per week.