



University at Buffalo *The State University of New York*

School of Public Health and Health Professions

Master of Public Health Program Field Training Internship Project Description

Agency Name Community of Excellence in Global Health Equity, University at Buffalo

Agency Address

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- Buffalo, NY
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Agency Representative

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Project description

The Community for Global Health Equity (CGHE) publishes [Global Health Equity Research in Translation](#), a policy brief series that brings academic research to a wider audience, and draws on research that has been supported by CGHE. The selected student will 1) acquire experience in identifying the policy implications of research studies; 2) gain practical experience in communicating with academic and community-based researchers about their work, and 3) learn the process of developing policy briefs for global health practitioners and policy makers on the basis of published empirical research and scholarly works. This project is meant to fulfill both the field training and

culminating project requirements for MPH students. The field training project should take 120 hours. Students have the option to continue this work for another 120 hours.

Project goals/objectives

Field Training (120 hours):

Goal 1: Students will understand what policy briefs are, when they should be used, and why they are important components of the research-to-practice translation process.

- Goal 1 Objective 1: Students will learn about CGHE and how policy briefs align with our greater mission and vision.
- Goal 1 Objective 2: Students will learn about the history of policy briefs and their importance to research through CGHE resources and individual research.
- Goal 1 Objective 3: Students will present their findings to CGHE faculty and staff.

Goal 2: Students will understand how to construct a policy brief.

- Goal 2 Objective 1: Students will work with CGHE faculty and staff to select a publication to develop into a policy brief.
- Goal 2 Objective 2: Through intensive iteration with CGHE staff and faculty advisor, students will craft their first policy brief.
- Goal 2 Objective 3: Students will share lessons learned with CGHE staff, and create or make adjustments to policy brief guides.
- Goal 2 Objective 4: Students will take knowledge and skills and apply them to crafting a second policy brief.

Culminating Project (135-175 hours)

Goal 3: Students will take the knowledge and skills they have learned from the field training and apply them to a culminating project. Culminating projects may include the production of additional policy briefs. Students will define culminating project goals and objectives with faculty mentor, Dr. Katarzyna Kordas, associate professor of epidemiology and environmental health and Co-Director for the Community for Global Health Equity.

Description of activities/functions of MPH student

1. The MPH student will research CGHE and review all previously published policy briefs.
2. The MPH student will research the use and importance of policy briefs.
3. The MPH student will present their research to CGHE staff. This research should present best practices and serve as a guide for creating policy briefs. Students will share this information through a presentation and through the creation of a best practice guide.
4. With support from CGHE staff and faculty, the MPH student will select the first publication for translation.
5. The MPH student will read through the first article for translation, outline the main points, as well as practical/policy takeaways gleaned from the article.
6. The MPH student will do a round of revisions on the project outline. This process will be iterative.

7. The MPH student will share their outline with CGHE staff and lead author of the publication for their review and suggested edits.
8. The MPH student will draft the synthesis of the policy brief.
9. The MPH student will submit the synthesis for edits from CGHE staff and faculty.
10. The MPH student will do a round of revisions for the synthesis. This process will be iterative.
11. The MPH student will put together a first full draft of the policy brief (Synthesis, Practical Takeaways, Policy takeaways)
12. The MPH student will submit their first draft for edits and revisions. This process will be iterative.
13. The MPH student will select graphs and tables, or photos if relevant, for inclusion in the final, designed policy brief.
14. The MPH student will select and complete a second policy brief, completing drafts, editing, and revising as outlined for policy brief #1.
15. The MPH student will apply the knowledge and skills they have learned in their field training to a culminating project which will be defined in collaboration with faculty mentor, Dr. Katarzyna Kordas, associate professor of epidemiology and environmental health and Co-Director for the Community for Global Health Equity.

Project timeline (anticipated start and end dates)

This project combines field training and culminating project requirements. As such, students will be required to complete components of the project consecutively. We expect students will need one semester to complete the field training component and one semester to complete the culminating project component.

- 1st Semester (120 hours): CGHE staff and faculty have the ability to mentor a student for their field training requirement during the fall, winter, or spring terms. Students will be expected to complete their field work by the end of the semester in which they start. Students completing field work in January will be expected to complete their field work by the end of January.
- 2nd Semester (135-175 hours): Students will complete their culminating project in the term that follows their field training. For example, if a student completes field training in the fall, the student will complete their culminating project in the spring. Culminating projects cannot be completed in the winter term (December-January).

Qualifications/professional skills required

- Excellent writing ability – students will be required to submit writing samples
- Analysis and synthesis
- Collaboration
- Ability to incorporate feedback
- Research – literature review, understanding of study design principles

Software application proficiency requirements

- Microsoft Word, PowerPoint, Excel
- Adobe Acrobat Reader

Anticipated hours per week

- Field Training, 120 hours total:
 - Could be completed during Spring/Fall semester: 8-10 hours/week
 - Could be completed in December-January: 20 hours/week
- Culminating Project (Spring/Fall): 9-12 hours/week, or a total of 135-175 hours

Is travel required?

- No travel required. Students can complete field training and culminating project virtually.

If travel is required, will student need to provide his/her own transportation?

N/A

If travel is required, will student be reimbursed for travel expenses associated with their assignment(s)?

N/A