



## Mental Health Student Internship

The proposed term of this internship is June 1, 2018 to November 30, 2018 (variable based on hours/wk, which are flexible).

Pay Rate: \$22.00/hour

Total Hours: 400

Reporting to the HCA Coordinator and University of Alberta Assistant Dean of Students, Health & Wellness, the Mental Health Student Intern is responsible for coordinating a collaborative community fall mental health event with the U of A, Healthy Campus Alberta (HCA - post-secondary mental health community of practice), and greater community mental health stakeholders.

This position will work closely with the University of Alberta Health and Wellness Services (HWS) portfolio and the Healthy Campus Alberta community of practice to facilitate development of a sustainable community engagement event. The event will provide a forum for post-secondary students, student groups, mental health service providers, and greater community members to dialogue on the systemic factors that create barriers and opportunities in supporting post-secondary mental health. It will allow attendees to learn from those with lived experience and will be evidence informed and predicated on the social determinants of health.

The HWS portfolio includes the Counselling and Clinical Services, Community Social Work Team, Healthy Campus Unit, Sexual Assault Centre, University Health Centre (UHC), ACCESS Open Minds, and the UHC Pharmacy. Healthy Campus Alberta is a post-secondary community of practice comprised of students, post-secondary service providers, and community stakeholders who are dedicated to supporting post-secondary mental health on Alberta campuses. This project is intended to advance awareness of mental health and mental illness, consider the systemic factors impacting post-secondary mental health, and explore ways in which campus and community partners can collaboratively support student mental health through the post-secondary journey.

Intern duties will include the following:

- Finalization of a literature review, stakeholder interviews and province-wide scan of campus activities of existing post-secondary and community facilitation best practices with a focus on communities of practice and facilitation of mental health dialogue
- Finalization of project communications and implementation plans alongside a roadmap to guide the rollout of the community engagement project
- Facilitate Advisory Committee meetings and activities, incorporating and collating diverse perspectives
- Create activities to support collaboration and decision-making of the Advisory Committee

- Coordinate logistics and planning of the event, as per the direction provided by the Advisory Committee
- Liaise with Alberta post-secondary institutions and Healthy Campus Alberta partners in coordination of the fall event
- Coordinate scheduling of partner meeting agendas and communications
- Develop and implement an assessment plan with which to evaluate the effectiveness of the event and long-term sustainability of such a project on an annual basis
- Prepare a final report of findings detailing recommendations that inform the project's long-term sustainability
- Present findings to the HWS Team and HCA community of practice
- Attend regular meetings with the project team and contribute to program planning

#### Qualifications

- The successful candidate should possess the following:
  - Preference will be given to those currently enrolled in a Canadian Master's and/or post-graduate program
  - Experience in project and event planning and management, program development, etc.
  - Training and/or a strong understanding of the social determinants of health and systemic factors impacting mental health and mental illness
  - Able to commit to the six month period of the Internship (June to November)
  - Ability to take initiative and be flexible
  - Ability to work independently
  - Superior attention to detail skills
  - Possesses tact and discretion and maintains confidentiality
  - Excellent verbal and written communication skills
  - Working knowledge of community research methods (qualitative/quantitative)
  - Computer proficiency in Microsoft Office Applications (Word, Excel, Outlook, Powerpoint)

#### Application Requirements

- Must include a resume
- Must include a cover letter (maximum 500 words) which includes information of their current program of study (including degree/specialization, year) and academic institution (City, Country), contact information for self as well as current supervisor(s)
- Please explain in cover letter why you are suited for the position
- Must include transcripts for all completed post-secondary programs and current program, scanned copies or unofficial copies are acceptable

#### Contact Information

Melodie Esau  
 Healthy Campus Alberta Administrator  
 E: [hcaadmin@cmha.ab.ca](mailto:hcaadmin@cmha.ab.ca)

Applications accepted at the email above until end of day Monday May 14, 2018