

Yale University New Haven Promise Intern Job Description 2020

Name of Yale organization and team

Cushing/Whitney Medical Library, Research and Education Team

Please provide a summary of the function of this team.

The Research and Education Team at Cushing/Whitney Medical Library supports the research and educational mission of Yale School of Medicine, Yale School of Nursing, and Yale School of Public Health. We offer consultations, workshops, instruction in the curriculum, self-paced learning opportunities and web spaces designed to help library users find and use the information and data they need. This individual will assist the Research and Education Team in assessing and enhancing these offerings.

Campus location of position: Sterling Hall of Medicine

Hours of internship: Summer only 37.5 hours

The intern/participant job title will be (example: Financial Analyst Intern):

Medical Library Research and Education Intern

The major duties & responsibilities of the internship will be:

- Construct web-based guides and/or video tutorials, based on content provided by librarians, in light of best practices for web accessibility, usability and instructional design
- Carry out user testing or heuristic evaluation of existing library websites focusing on data and public health content
- Provide support for marketing and communication projects, including promotion, graphic design, outreach, and content creation
- Compile an annotated bibliography of public health journals, similar to the MESRE Annotated Bibliography of Journals for Education Scholarship and based on the PH/HA Core Public Health Journals Project
- Other duties as assigned

Required qualifications of intern/participant are:

- Attention to detail, good organizational skills, time management skills
- Excellent oral and written communication skills with ability to communicate in a professional manner
- Demonstrated ability to take initiative
- Willingness to explore and enthusiasm for new fields of knowledge
- Motivated learner who can learn from self-paced tutorials such as Lynda.com
- PRIOR KNOWLEDGE OF MEDICINE/PUBLIC HEALTH IS NOT REQUIRED!

Preferred qualifications of intern/participant are:

- Some graphic design skills
- Knowledge of user friendly web design principles
- Some image/video editing skills
- Interest in using technology for education

How many interns of this category would you like to hire? 1