

Project INSPIRE NYC: Recruitment Intern

1. Brief description of the project including the objectives, goals and deliverables:

Under the supervision and guidance of the Director of Program Implementation & Capacity Building:

- Assist in patient recruitment and enrollment for the *Project INSPIRE*
 - a. Work with contracted programs on recruitment strategy and implementation
 - b. Include and update Project INSPIRE program recruitment information in:
 - NYC Hep C Services Online Site Locator
 - LIVER Linkage to Testing and Care Texting Service
 - NYC Health Department: Hep C App
 - Health Department surveillance letters to newly reported patients
 - Department of Health Website
 - NYC Hep C Task Force website
 - Appropriate websites and newsletters reaching patient population (example on the Injection Drug Users Health Alliance website)
 - Social Media: Facebook, Twitter, LinkedIn
 - Email: Newsletters, target emails to potential referral sources
- Develop web-based tools using the Project's care coordination materials
- Conduct evaluations and prepare reports on project activities.

2. Projected start and end dates:

The position is available immediately and will end at the completion of one academic year.

3. Qualifications

- Interest in public health communications through technology
- Knowledge of texting, apps, social media administration, basic website management and email campaign management,
- Interest in public health education, outreach and training methods.
- Interest in project evaluation
- Applicant must have excellent oral, writing and inter-personal skills.