



Women's Health
And Family Planning
Association Of Texas

INTERNSHIP PROGRAM FACT SHEET

POLICY

It is the policy of the Women's Health & Family Planning Association of Texas (WHFPT) to provide educationally related work assignments for student volunteers and interns. The assignments for these individuals are a means of acquainting students with the mission of WHFPT and assisting them in formulating their future career plans. WHFPT's mission is "to ensure equal access to affordable, confidential and high quality family planning services and reproductive health care for all Texas women and their families."

CRITERIA FOR PARTICIPATION

1. Permission of the institution at which he/she is enrolled to participate in the internship program.
2. Must be at least 18 years of age.
3. Currently attending a junior college, college, university or other accredited institution.
4. Enrolled not less than half time in a course of study related to the work to be performed.
5. Recognizes that the services performed will not be compensated by the agency.
6. Must be willing to sign a written document of agreement between WHFPT and the student and his/her educational institution outlining the responsibilities of each, as well as, a confidentiality agreement, and conflict of interest statement.

INTERNSHIP EXPECTATIONS

Student internship appointments are made for no less than one (1) semester/quarter, and are not to exceed one (1) year. The specific working hours are agreed upon by the student and the supervisor. The supervisor will provide the student with an internship job description outlining job responsibilities and performance expectations.

APPLICATION PROCEDURE

In order to participate in this program the student must complete the following documents:

1. Cover letter describing the individual's interests - including an explanation of what they want to accomplish during their internship.
2. Current Resume
3. Signed Internship Application

These forms should be submitted to:

Fran Hagerty, PhD
905-A Oltorf Street
Austin, TX 78704
mail@whfpt.org

Thank you for your interest in WHFPT!