



Position Description

Position: Part-Time Intern, Mission Services	Date: 1/20/2012
Reports to: Program Manager, CITP	
Location: Des Moines, Iowa	

GENERAL INFORMATION: This position is funded by a grant from the Iowa Department of Public Health's Tobacco Prevention and Control office with funds originating in the Master Settlement Agreement. The service area for the grant covers four counties in central Iowa: Polk, Dallas, Madison, and Warren. Three goals are addressed by the grant: (1) Prevent the initiation of tobacco use among young people; (2) Promote cessation among young people and adults; and (3) Eliminate nonsmokers' exposure to second-hand smoke. The work of the grant is carried out with the cooperation of county coalitions and partners.

PRIMARY JOB FUNCTION: To complete the required assessments of convenience stores and gas stations in the four county service area.

POSITION DESCRIPTION

- Trained in convenience store assessments of tobacco products and advertisements. Training provided by CITP staff.
- Travel to the four service counties and assess convenience stores and gas stations to identify and survey tobacco products and ad placement.
- Assess 100% of convenience stores in Madison and Warren Counties.
- Assess 60% of convenience stores in Polk and Dallas County.
- Data entry survey findings in assessment tool online and submit to the Iowa Department of Public Health BEFORE June 14, 2012.

REQUIREMENTS: Must be a non-smoker with the ability to work a flexible schedule. Must have a valid driver's license with access to a reliable personal vehicle to travel to the four counties.

POSITION BENEFITS: This is a **paid** internship.

TO APPLY: Send cover letter/resume to Megan Aucutt, Program Manager 2530 73rd St. Urbandale, IA 50322 and/or Megan.Aucutt@LungIA.org. 515-309-9507

EOE/AA