

Lisa Clarkson, MPH

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936-294-2664

Professional Summary: Skilled Program Coordinator with 7+ years of experience working with undergraduate interns in health related field and facilities, including supervision and placement of interns.

Experience:

Sam Houston State University

December 2016 - present
Huntsville, TX

Undergraduate Internship Coordinator, Population Health

- Increase the number of internship sites by 1,700%
- Present to HLTH 4393 pre-internship students and answer FAQs
- Prepare pre-internship students for their internships
- Teach two HLTH 4394 classes each semester
- Refine internship application process
- Update the internship manual
- Establish and maintain internship sites
- Coordinate career and internship fairs for pre-interns
- Collaborate with SHSU Legal Office regarding MOUs
- Coordinate presentation to other internship coordinators
- Organize internship site files in preparation for Public Health and Healthcare Administration accreditation process

Sam Houston State University

December 2015 - present
Huntsville, TX

Program Coordinator, Bilingual Health Care Studies

Marketing:

- Collaborate with SHSU Enrollment Management and Marketing to promote BHCS program.
- Assist in the development of BHCS brochure (English and Spanish), posters, I Heart Radio ad, and video.
- Develop marketing strategies for program by conducting research, contacting professional organizations, and attending conferences.
- Attend marketing events such as career fairs and college recruitment days to promote program.
- Identify barriers to recruitment, internship and graduate placement, and work to establish a niche market.

Internships:

- Establish new, and maintain existing internship opportunities for BHCS students such as Health and Human Services, Montgomery County Hospital District, and the Jose Clinic.
- Attend career fairs and conferences to establish new internship locations.

Academia:

- Assist with Course Leaf changes to refine the BHCS program, update all student files on Degree Works, advise students, and act as the Eta Sigma Gamma staff sponsor.

Personal Initiative:

- Create and manage the Population Health Facebook page, the College of Health Sciences health fair, and programming for Public Health Week.

Sam Houston State University
Program Coordinator, Student Health Center

June 2011 – November 2015
Huntsville, TX

Recruitment and Marketing

- Public speaking engagements
- Develop recruitment and advertising materials
- Attend regional student recruitment events such as Saturday at Sam and Career Fairs
- Respond to information requests for student recruitment and retention

Internship Preceptor

- Increased student internship program by 500%
- Managed, supervised, and mentored 30+ health interns
- Planned, developed, implemented, coordinated, and monitored student intern service learning projects

Organization

- Plan, direct, supervise, and participate in program expansion for a community of 20,000
- Budget management of \$7,000+
- Establish collaborative relationships with both main campus and The Woodlands Center, and student organizations

Programming

- Increase student participation in programs between 65% - 462%

Sam Houston State University
Adjunct Faculty

January 2011 to present
Huntsville, TX

Create curriculum, educate and evaluate 1,000+ students

Excellent student evaluations each semester

- Pre Internship
- Internship
- Human Diseases
- Family Life and Sex Education
- Medical Terminology
- Multicultural Health

- Lifetime Health and Wellness

Education:

University of Michigan – Master’s Degree in Public Health

Sam Houston State University – Bachelor’s degree in Health Education

Accolades:

Research and Writing Award

Students’ Choice: Best Poster Presentation

2 time scholarship recipient

Dean’s List

Skills:

Staff Council: elected position (4 years)

Microsoft Office Suite: Word and Excel

PowerPoint

Social media