



## **Information for Preceptors**

Thank you for your willingness to mentor a University of New England MPH student at your worksite.

The practicum (or applied practice experience) is an important component of the curriculum, and helps our students in their educational and professional development. It also gives them the opportunity to work on projects that could be developed into a thesis or presented at scientific conferences. Students can complete their field experiences in the fall, spring or summer semesters which typically start in August, January and May respectively.

### **Preceptor qualifications**

- A graduate public health degree such as an MPH or higher preferred. Degrees similar to an MPH will be considered.

OR

- A BA/BS with 5+ years of public health experience

### **Before the Practicum or Applied Practice Experience**

- Discuss potential projects and tasks with the student. These should be challenging and substantive at the level expected for a graduate student, and align with [foundational public health competencies](#)

- Clarify expectations for students' work including time commitment, work space and deliverables
- Complete the [practicum preceptor and site information form](#) for students taking the practicum) or the [APE preceptor pre-approval form](#) (for students taking the APE)
- Work with students to complete the [goals and objectives form](#) (for students taking the practicum) or the [applied practice experience learning contract](#) (for students taking the APE)
- Ensure the affiliation agreement is signed by authorized personnel

#### **During the practicum or Applied Practice Experience**

- Ensure that students are adequately introduced to the site, colleagues and project
- Oversee the student's activities and provide feedback as needed
- Provide mentoring and exposure to different parts of the organization
- Review and sign the student's progress reports
- Communicate with UNE Practicum Coordinator as needed

#### **At the end of the practicum or Applied Practice Experience**

- Complete an online evaluation of the student's performance
- Communicate any issues directly to the practicum coordinator
- Optional: Use [this form](#) to express interest in working with another UNE MPH student.

## **Frequently Asked Questions**

### **What types of projects can students complete?**

Examples of projects include but are not limited to grant writing, data collection and analysis, program evaluation, policy development, creating budgets or health promotion materials, GIS mapping etc.

### **Can students be paid?**

Compensation is not required. The decision to pay the student is up to the site.

### **What is the minimum time commitment?**

For the practicum: The minimum requirement is 120 hours. This can be increased based on the estimated time it will take to complete the projects.

For the Applied Practice Experience: There is no minimum time commitment. The minimum requirement is the creation of 2 high quality final products for the site.

For questions contact the practicum coordinator at [tbalogun@une.edu](mailto:tbalogun@une.edu)