

**Public Health Studies Program**

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Kelly A. Gebo, M.D., M.P.H.  
Director

J. D. Goodyear, Ph.D.  
Associate Director

Dear Applied Experience Supervisor,

Thank you for sharing this opportunity with a Public Health Studies major! Our student will be using this opportunity to fulfill a requirement for his/her major: the Applied Experience. This means the student is working towards completing work that is:

- At least 80 hours long
- Public Health focused (projects within the health field or that in some way contribute to the overall wellbeing of the community)
- Closely tied to a supervisor with the possibility of mentorship

The Applied Experience is an essential component of our students' undergraduate experience in the short term, and potentially their career in the long term. We very much appreciate your participation; it demonstrates your interest and commitment to the professional growth and development of this public health practitioner of the future.

On the back of this page, you will find a few points that explain a bit more about the Applied Experience. Please take a few minutes to review these with our student. We hope this allows for an open conversation of expectations prior to the start of their work with you. And of course, please feel free to contact me directly with any questions or concerns.

We look forward to future collaboration!

Sincerely,

*Ann Beckemeyer*

*Applied Experience Coordinator, Undergraduate Public Health Studies Program*

*Johns Hopkins University Krieger School of Arts and Sciences*

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## **Components of an Effective Applied Experience**

The Student should:

- Be professional -- punctual, polite, and respectful of organizations' policies, rules and regulations.
- Notify his or her supervisor in advance if for any reason they will not be able to make the normally scheduled time.
- Honor the commitment of at least 80 hours to the site.
- Evaluate the quality of learning associated with the Applied Experience in collaboration with his or her advisor and supervisor.

The Supervisor should:

- Encourage the learning aspect of the assignment by providing adequate supervision for the student and, as much as possible, assigning duties that are career-related, progressive and challenging.
- Provide a safe working environment.
- Evaluate the student's performance and quality of learning in collaboration with the student's advisor (student will provide survey at end of experience).
- Contact the Applied Experience Coordinator, Ms. Ann Beckemeyer at [abeckemeyer@jhu.edu](mailto:abeckemeyer@jhu.edu) with any issues or concerns.

The Applied Experience Coordinator should:

- Evaluate the student's performance in collaboration with the student's supervisors.
- Encourage the student's productive contribution to the overall mission of the host site.
- Review the student's academic eligibility to participate in an Applied Experience.
- Assist in setting learning objectives, monitor the progress of the assignment, and evaluate the academic performance of the student.