



OREGON HEALTH & SCIENCE UNIVERSITY

AREA HEALTH EDUCATION CENTERS MEDSTARS HEALTH CAREERS HONORS EXPERIENCE RESIDENTIAL COUNSELOR Position Description

WHAT:

Serve as a Residential Counselor for students attending the OHSU MedStars Health Careers Honors Experience July 15-20, 2013.

REQUIREMENTS:

- Complete the MedStars application and include references. Deadline: April 12, 2013
- Demonstrated positive leadership skills, responsibility, and communication skills.
- Have completed one or more years of college.
- Must be at least 18 years old.
- Demonstrate intention to pursue a health career.
- Have successfully completed either the MedStars Honors Experience or Medquest Camp.
- Attend mandatory counselor training session prior to MedStars experience beginning @ 4:00 PM Mon, July 15, 2013.
- Be available for the entire MedStars experience from 4:00 PM on Monday, July 15, through 1:00 PM, Saturday, July 20, 2013.
- No felony or DUI violations in the past five years.
- Complete the **Request for Oregon Criminal History Information** found at the link below:
- http://www.oregon.gov/OSP/ID/docs/crim_history.pdf

GENERAL DUTIES:

- Work with the Oregon AHEC staff and MedStars Honors Experience participants as designated.
- Assure a positive and safe program environment.
- Supervise and mentor MedStars students.
- Report to Oregon AHEC staff as needed each day.
- Available to students from 9:00 PM to 7:30 AM in the dorms.
- Support MedStars workbook activities.
- Work with MedStars students on final projects as needed.
- Ensure students observe MedStars Code of Conduct and program policies.

SUPERVISION RECEIVED:

Will receive supervision from the Oregon AHEC staff as designated.

SUPERVISION EXERCISED:

Supervise MedStars participants as assigned by Oregon AHEC staff in the manner described in the Role and Responsibilities handout.

WORKING CONDITIONS:

- Full time / temporary

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- Earn a stipend (\$500) for serving as a counselor. Room and meals are provided.
- All appropriate taxes, Social Security and worker's compensation will be withheld. OHSU will issue you a W-2 at the end of the year.

BASIC SKILLS REQUIRED:

- Preparation and/or interest in pursuing a health career
- Ability to communicate effectively
- Ability to work with diverse student populations
- Problem solving skills
- Leadership skills

I have read this position description and agree to abide by all aspects of the position noted herein.

Signature_____

(Print Name)_____

Date_____

Please email, fax, or standard mail this completed and signed form along with the completed application by April 12, 2013 to:

Beth Rodgers
Oregon AHEC
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