FEDERAL WORK STUDY JOB DESCRIPTION:

Job Title: Community Engagement Assistant
Contact Person: Laura Vinson
Department: Service Learning Academy, 8/2014
Email: laura.vinson@unmc.edu
Number of Positions: 1

Duties and Responsibilities:
The College of Public Health, Service Learning Academy (SLA) is seeking a work study student with excellent communication and organization skills to assist with the design, implementation, and evaluation of the five SLA community engagement ‘Legacy Projects’. This position is expected to begin in August 2014.

The Community Engagement Assistant will assist the Service Learning Academy and programs’ student leaders with daily programming for any of the legacy projects, which engage underserved populations in the Omaha metro area. Assistance in coordination may include but not limited to scheduling meetings, ordering food, printing educational materials, developing public relations materials, preparing monthly reports of student & community member participation related to health education sessions, campus awareness events, health fairs, etc. In addition, assistance will be sought for health needs assessments, evaluation, and relationship building with community partners.

Description of legacy projects:
Bridge To Care works with resettled refugees in Omaha to link them to healthcare providers and preventive health services, and at the same time, help students develop cultural awareness and a better understanding of global health. EMPOWER develops health education, screening, and other services for women affected by domestic violence (DV) in partnership with the Women’s Center for Advancement. Do JuSTIce addresses the epidemic rates of Sexually Transmitted Infections in Douglas County by educating, screening, and treating high-risk and underserved individuals in the Douglas County jail and youth corrections. Decreasing the Donor Deficit increases the number of bone marrow donors from racial and ethnic minority populations to increase the chances of finding a ‘match’ through the National Bone Marrow Donor Program. Finding a Voice aims to identify, understand, and prioritize the unmet needs of Omaha’s homeless population, build self-worth, promote wellness, and create a safe space for creative expression.

Special Skills Required:
1) Background experience in community engagement, health disparities, public health, health promotion, or related disciplines.
2) Strong communication and organization skills with the ability of working both independently and in a team environment.

Number of hours/week per position: 20 hours/week; some evening and weekend work required. Maximum is 40 hours per week during periods student is not enrolled in courses or during breaks. Part-time hours are not more than 20 hours per week while student in enrolled in classes.
To be considered employed in a community service job for FWS purposes; an FWS student does not have to provide a “direct” service. The student must provide services that are designed to improve the quality of life for community residents or to solve particular problems related to those residents’ needs. A school may use its discretion to determine what jobs provide indirect or direct service to the community.

Do you consider this position to be a community service job?  Yes

Contact:  Students will schedule interviews with your department.  When you have selected a student to work in your area, contact Meghan Moore, UNMC Office of Financial Aid, Student Life Center, Campus Zip 984265, (402) 559-3123 or meghanmoore@unmc.edu

Approved 7/24/14