



Health Careers Opportunity Program (HCOP) Summer Academies Job Opportunity

The Oregon Health Career Center is hiring four mentors to support high school students enrolled in summer enrichment academies this summer.

Mentor Position Description

HCOP Summer Academy Mentors will provide guidance and tutoring to high school juniors and seniors participating in two academic enrichment academies. This is a 35-hour per week (appx.) position for 12 weeks (June 14 through August 27) and includes several hours of paid training prior to June 14. Mentors will work for the Oregon Health Career Center at Pacific University in Forest Grove for the first academy, and at Linfield College--Portland Campus for the second academy. Typical hours will be Monday-Friday, 9am to 4pm for both academies (mentors will not live on campus for either academy).

Residential Academy: The first six week academy is for high school seniors who have just graduated and are preparing for their first year of college. This academy runs from June 14 to July 23 at Pacific University in Forest Grove. Students will live at Pacific during the week and return home after classes each Friday. Students will take college-level Human Biology, Medical Terminology, College Writing and participate in Cultural Competency and College Success workshops.

Commuter Academy: The second six week academy is for rising high school juniors going into their senior year. This academy runs from July 19 to August 27 at the Linfield College—Portland Campus. Students will be transported to and from the academy Monday-Friday. Students will take college level Algebra and Chemistry and participate in Cultural Competency and College Success Workshops.

Each mentor will work at both the Residential and Commuter Academies.

Mentor Responsibilities:

1. Provide guidance to students attending the HCOP Summer Academies and mentor students on their future college plans.
2. Assist professors in science labs.
3. Provide academic tutoring in science, math and writing as needed.
4. Maintain mentoring logs to track student progress.
5. Serve as a positive role model for HCOP Summer Academy participants.
6. Be knowledgeable of academy participant location at all times during shift.
7. Assist in leading group activities during academy workshops.
8. Chaperone field studies.
9. Attend all staff meetings and training sessions.
10. Other duties as assigned.

Required Qualifications:

- Working towards a Bachelor's or advanced degree in related field (Education, Ethnic Studies, Health Sciences, Public Health, Sciences, Social Work, etc.).
- Demonstrated work experience in educational environments.
- Demonstrated work experience with diverse populations, community-building and supporting underserved students.
- Ability to provide freshmen-level college tutoring in one or more of the following: biology, chemistry, algebra or medical terminology.

Preferred Qualifications:

- Mentoring experience
- Bilingual (English and another language)

Compensation: \$14/hour (approximately 35 hours per week).

This position is subject to a criminal background check.

To apply: An **OHCC job application** (available online at <http://www.ohcc.org>) AND a **resume** are *required*. Submit materials to OHCC by Wednesday, March 17, 2010. **Please note: Due to technical difficulties over the weekend of 3/13-3/14/10, we did not receive any emailed applications. For that reason, we extended the deadline for this position to Friday, March 19th, 2010. If you have not received confirmation that we have received your application, please resubmit it to thermanson@ohcc.org.**

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Oregon Health Career Center is an Equal Opportunity/Affirmative Action Employer. OHCC encourages applications from diverse populations. Federal and State legislation prohibits discrimination on the base of race, religion, color, national origin, ancestry, sex, age, disability and veteran status. In addition, OHCC policies prohibit discrimination on the basis of sexual orientation, marital status and parental status.