

## Outreach Program Intern

### **Summary:**

The Brooklyn Community Pride Center is seeking a part-time, temporary intern for an eight-week placement at the STAR Program.

The mission of the STAR Program ([www.starprogram.nyc](http://www.starprogram.nyc)), established in 1992 at SUNY Downstate Medical Center, is to achieve health equity through quality care, education, research and community empowerment while creating a culture of continuous improvement, integrity and respects for patients and employees. The STAR Program provides comprehensive primary care through its STAR Health Center (SHC) which offers specialized care for HIV disease, Hepatitis C and substance use disorders by health care professionals who are experienced in meeting the medical, social and mental health needs of the Brooklyn community. I

In 2013, the SHC was the first UHB service certified as a Level 3 Patient Centered Medical Home (PCMH) by the National Committee for Quality Assurance (recertified in 2016). SHC is also registered by the NYSDOH as an Opioid Overdose Prevention Program. HIV Care: SHC provides comprehensive HIV care by board certified infectious disease specialists as well as NYS licensed nurse practitioners and physician assistants who meet the NYSDOH AIDS Institute guidelines as HIV Specialty Providers.

**Intern candidates should not contact The STAR PROGRAM directly. Contact information is below.**

### **Scope of Duties**

- Greet and welcome patients at our Monday LGBTQ+ evening clinic and participate in case conference at end of clinic sessions
- Engage patients to complete patient experience surveys
- Collect updated contact information and permission to email/text
- Provide administrative support related to STAR outreach activities
- Attend monthly outreach meetings
- Participate in select STAR Outreach events as needed

### **Qualifications**

- Elementary Microsoft Word and Excel
- Reading skills at a 12th grade level
- Good oral and verbal communication skills
- Ability to maintain patient confidentiality

### **Characteristics**

- Reliable
- Good boundaries; understand scope of intern role within the team
- Ability to engage people using our services and convey interest
- Personable and friendly while staying focused on work

**Compensation:** This is a part-time internship for up to sixteen hours/week. \$13/hour paid through the Brooklyn Community Pride Center. MetroCards provided. No benefits are provided.

**Applications:** E-mail cover letter and résumé, SahLeem Butler, Youth Pride Program manager, at [sbutler@lgbtbrooklyn.org](mailto:sbutler@lgbtbrooklyn.org). Subject: STAR Program: 2018 Internship Position. Please specify in your cover letter how you fit with the above qualifications and characteristics.

**Location:** 470 Clarkson Avenue Brooklyn outpatient ambulatory clinic: STAR Health Center. The intern will work from STAR HEALTH CENTER. We will meet at least a few times a week to review progress and chat face to face, otherwise all progress will be monitored via daily face time talks, phone calls, etc.

*Women, people of color and transgender people are encouraged to apply. The Brooklyn Community Pride Center is an affirmative action employer.*