



Clinical Advocate Position Description

Communities & Health Professionals Together (CHPT) is seeking committed undergraduate volunteers to join our team of clinical advocates. The Resource Desk is a part of the UC Davis Pediatric Faculty & Resident Clinic at the Sacramento County Health Center. Our program encourages total health in mind, body and spirit by partnering with families to address non-medical factors like food access, employment and childcare. Through client led goal setting, referrals to local organizations and post-visit follow-up we support families as they connect with vital resources to advance their health outcomes.

Internship Structure

Quarter 1: Training & Resource Development

The first quarter is spent learning the knowledge and techniques students need to become successful clinical advocates. Weekly advocate shifts are spent in the office learning about local resources, developing new resources, learning how to interact with community-based agencies and navigating our computer system. During Wednesday weekly team meetings students learn about the social determinants of health and practice tools such as motivational interviewing, how to work in interdisciplinary teams with health care practitioners and how to develop working relationships with clients.

Quarter 2: Clinical Work

The second quarter is dedicated to putting into action everything learned during quarter 1! Weekly advocate shifts are spent in clinic where advocates:

- Approach families and recruit new clients.
- Coordinate with local social service agencies.
- Match clients with appropriate resources.
- Communicate with pediatrician re: your client's case.
- Write case notes.

Outside of clinic advocates check-in with clients by phone, text or email and update case notes as needed. Biweekly team meetings are spent mentoring new advocates and discussing on-going cases.

Work Sites

Activity	Quarter 1	Quarter 2
Shifts	Department of Pediatrics Admin. Office 2516 Stockton Blvd. Sacramento, CA 95817	Sacramento County Health Center 4600 Broadway Sacramento, CA 95820
Team Meetings	UC Davis School of Medicine 4610 X Street Sacramento, CA 95817	UC Davis School of Medicine 4610 X Street Sacramento, CA 95817

Time Commitment

We are recruiting **Winter/Spring 2019** volunteers. This internship requires a **commitment** for both **Winter & Spring Quarters**. This is a **weekly 3 to 4-hour commitment during both quarters**.

Important Dates

Winter 2019		
Resource Office Shifts	January 14, 2019 through March 15, 2019	Sacramento, CA
Weekly Team Meetings	6:00pm <u>every</u> Wednesday starting January 9th	Sacramento, CA
Spring 2019		
Clinical Advocate Shifts	April 1, 2019 through June 6, 2019	Sacramento, CA
Biweekly Team Meetings	6:00pm <u>every other</u> Wednesday: 4/3, 4/17, 5/1, 5/15, 5/29	Sacramento, CA

Benefits

This internship is unpaid. Advocates can earn transcript notation or 192 internship units through their major. Advocates may choose to continue with the project beyond the initial two-quarter commitment. The opportunity to join the project's student management team may also be available to advocates who continue past their initial full commitment.

Ideal Advocate

- Seeking a career in medicine, nursing, public health or social work. (All majors welcome!)
- Advanced verbal & written communication skills.
- Comfortable approaching and initiating conversations with physicians & families.
- Organized – ability to multi-task & follow-through on multi-step projects.
- Works well in both solo and group settings.
- Provides thoughtful feedback on how to improve the program for both clients and advocates.
- Fluent **bilingual Spanish/English, Dari/English** or **Pashto/English** speaking ability not required but is strongly preferred.

Program Expectations for Advocates

Quarter 1	Quarter 2
<ol style="list-style-type: none"> 1. Complete volunteer screening and registration with Sacramento County Volunteer Office. 2. Attend assigned two-hour shift every week. 3. Attend all mandatory weekly team meetings. 4. Complete all training activities, readings and assignments. 5. Be flexible and communicate openly and honestly. 	<ol style="list-style-type: none"> 1. Attend assigned two-hour clinic shift every week. 2. Contact all your clients by phone/text or email every week. 3. Attend mandatory biweekly team meetings. 4. Be flexible and communicate openly and honestly.

Before applying please seriously consider whether this program fits your interests, if you can perform all duties thoroughly and if you can fully commit to the time requirements. The work we perform directly impacts the lives of children and their families. Missed shifts or failure to communicate with clients is not acceptable. While the work is challenging, advocates find it extremely rewarding to develop relationships with families and see firsthand the positive impact they can make on an individual's health.

To Apply

Applications will be reviewed as they are received. Last day to apply is Nov. 20th.

STEP 1: Visit <http://chptonline.weebly.com/resource-desk.html> to view the position details and submit an application.

STEP 2: Selected applicants will be invited to participate in a phone interview Nov. 26-29th.

STEP 3: Interview outcome notifications will be made by Dec. 7th.

Questions? Email Program Manager Maura Reilly mrreilly@ucdavis.edu