

Dear Candidate:

We are looking for individuals who are excited about working with middle and high school students from underrepresented backgrounds in medicine in the summer portion of a youth enrichment program at NewYork-Presbyterian Hospital.

During the summer program, Lang Scholars participate in grade-specific programs—7th grade scholars study the intersection between science and the humanities through Ecology while the 8th graders explore Cool Health Careers and prepare for their upcoming high school careers. High School Scholars are involved in various internship positions in some very exciting fields within the Columbia Medical Center and the Washington Heights Community. As an Advisor, you can help mentor them through these experiences, making sure they are intellectually engaged and growing as students, scientists, and professionals no matter what stage of the Program they are in. The summer program is a lot of work, but an extremely rewarding experience!

Four types of positions are available:

(1) Ecology & Humanities Advisor: Work with rising 8th graders on their literacy skills, explore poetry, memoir, short stories, and personal essays in a way that relates to their lives and provides them with the tools they need to be successful readers and writers. Attend Outward Bound Urban Exploration, a team-building trek through boroughs of NYC! One overnight required.

(2) Health Careers Exploration Advisor: Work with rising 9th graders as they explore different careers in the health care field. Also facilitate literacy and writing activities to help them prepare for high school with a college-bound mentality. Attend NYU School of Medicine's Environmental Medicine Workshop at Sterling Forest State Park as well as a 2-day excursion to Philadelphia! One overnight required.

(3) Internship Project Leader: Work with a small group of rising 10th-12th grade students on a project that will benefit their community. Also, facilitate Friday group workshops with Internship Site Supervisors on topics related to professionalism, the college application process, and others of importance.

(4) Internship Site Supervisor: Visit students at our partner sites to ensure quality control and maintain communication with their mentors. Also, help students throughout the summer with their final projects for the Summer Expo!

Submission deadline: April 2, 2009

Please direct questions and email PDFs of Cover Letter, Resume, and 2 References (see sheet attached) to:

Axeline Maisonet
Middle School Coordinator
email: axm9001@nyp.org
phone: 212.305.0806

Thank you for your interest!

Summer Advisor Job Profile

Employer: NewYork-Presbyterian Hospital of Columbia and Cornell

Location: Lang Youth Medical Program – 640 W.170th Street, Apt 1B

Period of Commitment: Training – May 2, 2010; 9am-5pm (breakfast & lunch will be provided)
Hospital Mandated Medical Clearance Process – various dates available (April 26 – May 7) to select from; 2 hrs
Hospital Mandated Orientation – various dates available (April-July) to select from; 2 hrs
Summer Program: July 6 – July 30; M-F 8:30am-4:30pm

Stipend: Supporting Advisors \$2,600; Lead Advisors \$3,000

Organization Profile:

The Lang Youth Medical Program is a comprehensive, non-profit education and youth development organization that aims to use hospital resources to inspire and support young people of color from Washington Heights to develop intellectual habits of mind and life skills that will position them to attend college and become future leaders in the sciences and/or in their communities. We employ a five-point strategy to accomplish this mission:

1. A culture of support, from peers and mentors, to develop personal resiliency (scholars go on urban explorations and team retreats which build friendship, communication, and trust. They also interact with med student mentors from BALSQ.)
2. A challenging curriculum to develop intellectual curiosity and academic skills (including dissections, observations of medical procedures, high-level science lessons, debates, and discussions.)
3. Leadership opportunities to develop articulate thinkers (opportunities include Peer Mentoring, Junior Advising, and Leadership Council, and delivering presentations to elementary school students as well as hospital leadership.)
4. Access and exposure to build social and professional competencies (Students learn to network as they listen to guest lecturers and participate in job shadows)
5. Financial incentives to encourage goal setting and planning (such as paid internships and partial scholarships which encourage them to set their sights high and constantly be working towards a bright future.)

Job Description:

- Be a role model and mentor
- Co-facilitate fun and engaging lessons with a small team of other facilitators made up of undergrads and nursing, public health, and medical school students.
- Co-facilitate lessons, activities, and workshops on crucial topics that will prepare our students with the skills they need to be competitive for admission to college and for life success: professionalism, articulation of ideas, writing and reading skills, critical thinking, teamwork, and problem-solving, among many others.
- The curriculum you will be facilitating is already largely developed. Nevertheless, facilitators' contribution to curriculum development & planning is expected.
- Document & assess student progress.
- Help plan and supervise lunch activities and social events for the students and escort students on outings.
- Selected advisors will have the opportunity to facilitate an 5-day overnight academic enrichment camp at Swarthmore College.
- *Lead facilitators are the point persons responsible for delegating the work to members of the team as well as making sure all instructional materials and supplies are ready for each program day. They also prepare daily agendas for their teams.

Job Qualifications:

- Flexibility and the competence to work in a fast-paced, active work environment
- Ability to work collaboratively
- Open and willing to learn and utilize a progressive and unconventional approach to instruction
- Commitment to one full summer session.

Hiring Schedule:

Fri, April 2

Mon-Fri, April 5-16

Sat, April 17

Tue, April 20

Fri, April 23

Cover letter, resume, and references due by 5pm

First-round interviews

Finalists deliver a ½ hour demo lesson to students or mock students

Selected Candidates will receive Offer Letter w/Position & Stipend

Candidate Reply Date (must notify us of acceptance of position by 5pm)

****See top for Period of Commitment once hired.****

Contact Info:

Axeline Maisonet, Middle School Coordinator

Email: axm9001@nyp.org; Phone: 212-305-0806

Website: www.nyp.org/langyouth

REFERENCES

Please list as references two individuals you have known for at least one (1) year. One of these references must be your current supervisor, if applicable. Relatives or family members cannot be used as references. Please give current e-mail addresses and phone numbers. References will be contacted by phone or e-mail. The information furnished to us will remain strictly confidential.

First

Name: _____ _____	Relationship:
Email Address: _____	
Phone Number: _____	Number of Years Known:

Second

Name: _____ _____	Relationship:
Email Address: _____	
Phone Number: _____	Number of Years Known: