

For USC Lancaster Students: Internships & Volunteer Opportunities

Last Updated: 07/05/19

Date	Title	Employer	Location	Job Type
07/05/19	Social & Digital Media Intern	United Way of Lancaster County	Lancaster, SC	Internship
Description:	<p>United Way of Lancaster County, a local nonprofit organization whose mission is to improve lives by bringing citizens and resources together to identify and respond to human service needs in Lancaster County</p> <p>The intern will increase and maintain our presence/interaction on various social media platforms (Facebook, Twitter, LinkedIn, Instagram) and our website. This is a 3- 6-month unpaid internship. The intern will work closely with the executive director and/or board members to implement our communications plan. Responsibilities include, but are not limited to the following:</p> <ul style="list-style-type: none"> • Updates the social media accounts with fresh content to improve engagement and outreach • Conducts research to find articles and stories relevant to United Way's mission and vision and posts on our social media platforms to invite conversation and interaction • Monitors and replies to conversation/interaction • Start a guest blogger program, identify and coordinate with guest bloggers to post a new blog each month. • Updates the website • Updates and grows the Constant Contact list • Tracks social media interaction and fan base growth and provides communication team with monthly updates • Provides assistance with special events • Contributes to the team efforts by accomplishing related tasks as needed Ideal Candidate 			

Requirements:	Ideal Candidate Qualifications <ul style="list-style-type: none"> • Currently enrolled college student • Creative self-starter with a passion for empowering women in developing countries • Experience with website maintenance and social media platforms • Detail oriented with strong written and verbal communication skills • Ability to work independently and in collaboration with the team • Be flexible and willing to take on other tasks in this start-up environment. • Bring your own laptop computer • Comfortable working in a shared space environment Available to work 12 hours per week
Contact:	To apply, please submit your resume and cover letter to Debora Boulware at exec.director@uwaylcsc.org



07/01/19	Ophthalmic Apprentice	The Eye & Laser Center	Lancaster, SC	Internship/Apprenticeship
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Description:	<p>We have a job opening/internship position available for a part-time, up to 32 hours a week, technician apprentice. No prior experience is required.</p> <p>Basic Function: To gather important and preliminary information from patients in such a way that enhances patient comfort and compliance; assist the ophthalmologists in assigned duties, including visual fields, basic tonometry, history taking, patient services and basic lensometry.</p> <p><u>1. Patient Management</u></p> <ul style="list-style-type: none"> • Greet all patients courteously when summoning them from the reception area and conducting them to the examination rooms. • Assist any physically or visually disabled patient to and from examination rooms. • Obtain a complete and accurate: History, Review of systems, Chief Complaint, History of present illness • Record data in the patient's medical record accurately. • Gain skills in patient testing including the following: Visual Acuity Measurements, Evaluation of Pupils, Evaluation of Muscle Balance and Motility, CVF, Basic Lensometry, Automated Subjective, Cycloplegic Refraction, Binocular Balance • Slit Lamp Exam Evaluation of: Lids, Lashes, Lacrimal System, Conjunctiva, Cornea, Anterior Chamber, Iris, IOP • Eye Drop Instillation • Gain skills in special patient testing including: Color Vision, Schirmer Tear Test, Amsler Grid, OPD, OCT, RBT I Tonopen, Applanation Tonometry, BAT, Pachymetry, Pentacam, Stereopsis, Manual K's, External Photography, Automated Visual Field Testing, Automated Blood Pressure, OPTOS • Assist the ophthalmologist in recording data in the patient's medical record by scribing and checking the medical record for completeness.
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	<ul style="list-style-type: none"> Gain Skills in basic office surgery assisting including: Laser surgeries, Sterile Technique, Informed Consent, OSHA Regulations, Proper Paperwork, Pre & Postoperative Care and Instructions, Basic Surgical Assisting Gain skills and knowledge in Basic Ophthalmic Triage including: Scheduling Office Surgeries, Patient Education of Eyelid Hygiene, Drop Instillation, Dry Eye Therapy, Insert and Remove CTL's (both soft & hard) <p>Understand basic care and handling of all types of CTL, Instruct the I&R of CTL</p> <p><u>2. Instrument/Equipment Maintenance</u></p> <ul style="list-style-type: none"> Gain knowledge of maintenance and skills in handling the various ophthalmic instruments and equipment, including surgical instruments, autoclaves, lasers, phoropters, slit lamps, and visual field analyzers. <p><u>3. Maintain Patient Confidentiality</u></p> <p>Knowledge and compliance with HIPPA Standards.</p> <p><u>4. Miscellaneous</u></p> <ul style="list-style-type: none"> Basic Computer Skills Scheduling Appointments E-Scribe EMA Assume Responsibility for other reasonable tasks/duties as assigned. When assigned tasks/duties are complete assist fellow employees in the completion of their task/duties. <p>Principle Challenges:</p> <ol style="list-style-type: none"> Master new vocabulary and skills required for smooth and efficient job performance. Maintain pleasant, friendly and professional demeanor while helping patients of all ages and temperaments. Work efficiently and enthusiastically with other members of the medical staff to provide optimum patient care and satisfaction. <p>Contacts/Resources:</p> <p>AAO Home Study Course, other ophthalmic medical staff, administrators, and physicians</p>			
Requirements:	Current college student with a desire to gain real understanding of the Ophthalmic field.			
Contact:	<p>Samantha Rinard Human Resources & Compliance 1240 Colonial Commons Court Lancaster, SC 29720 (803) 289-4221 (p) (803) 285-3472 (f) (803) 246-2343 (c) samantha.rinard@telc.vision www.theeyeandlasercenter.com</p>			
07/01/19	Life Enrichment Volunteer	Agape Hospice	Lancaster & Rock Hill, SC	Volunteer

Description:	<p>Agape's Life Enrichment Volunteer Program is an exceptional gift to our patients and their families. Our Volunteers are very important to our patients and their families. Our Life Enrichment volunteers offer an extra dimension of care and service to our patients and their families. Our Life Enrichment Volunteer Program is open to anyone. We welcome caring individuals who have some time to share with others, a desire to give of themselves, a sense of responsibility and a willingness to be flexible and learn new skills along the way. Opportunities for volunteering at Agape Hospice are endless. Some of our volunteer services are listed below but not limited to:</p> <ul style="list-style-type: none"> • Patient Comfort/Companionship (Holding hands (touch therapy), Reading to patient, playing music (guitar, piano, singing, etc)) • Licensed/Professional Volunteers (Massage/Reiki Therapist), Counselor/Social Worker, Lawyer, Chaplin, Licensed Pet Therapist, Hairstylist/Manicurist/Pedicurist) • Special Projects (Sharing flowers from florist or your garden, making gift baskets, prayer shawls, afghans, celebrating a holiday/special moment, cutting grass, housecleaning, cooking/baking, scrapbooking or journaling memories) • Clerical (assisting with paperwork, filing, copying etc) • Bereavement (assisting with plans to celebrate and honor the life of a loved one, providing food for bereaved families) • Unconditional Love (smiles and laughter) 			
Requirements:	<p>Agape's Life Enrichment Volunteer Program requires our volunteers to complete Volunteer Orientation, Submit to a 2 step TB Test and complete a criminal background check (at no expense to the volunteer).</p>			
Contact:	<p>If interested or for questions contact: Kiondra Carner –Volunteer Coordinator , kcarner@Agapehospice.com, (803)-493-3166</p>			
07/01/19	Sales Associate	Fastenal	Lancaster, SC	Internship (Paid)
Description:	<p>The Fastenal Company would like to invite ambitious, hard-working individuals to apply for the position of Part-Time Sales Associate PT. Applicants should be able to bring new ideas and improvements to business practices, work well both independently and as part of a team, and show respect to co-workers, customers, vendors, and visitors in the workplace while demonstrating Fastenal's core values of Ambition, Innovation, Integrity, and Teamwork.</p> <p>ABOUT US:</p> <p>Since 1967 Fastenal has grown as a distributor of industrial and construction supplies from a single store to over 2,500 locations, each providing tailored local inventory and personal service for our customers. As we've expanded across the world, we've retained a core belief in people and their ability to accomplish remarkable things - if given the opportunity. From this philosophy stems an entrepreneurial culture that challenges every employee to run their own business, create their own success, and advance to become company leaders.</p>			

	<p>As a growth company with a solid financial position, that typically doubles in size every four to five years, we are committed to training, promoting from within, and creating opportunities for our employees. If you have an entrepreneurial spirit and are looking to make your mark as part of an elite growth company, you won't find a better fit than Fastenal.</p> <p>OVERVIEW:</p> <p>Working as Part-Time Sales Associate PT, you will have the opportunity to balance formal training with real-world experience running a store and working with customers. It's a great way to learn the ropes of our fast-paced industry and potentially transition into a full-time sales position. Fastenal Company is currently seeking candidates for a part-time Sales Associate PT position at our store located at 1770 Hwy 521 By-Pass South, Lancaster, SC 29720.</p> <p>TRAINING PROGRAM:</p> <p>The training experience includes hands-on, on-line, and classroom training offered through our corporate university. The training program for current employees who are promoted into these positions will vary based on prior experience with the company.</p> <p>RESPONSIBILITIES:</p> <p>The duties and responsibilities of this position include, but are not limited to:</p> <ul style="list-style-type: none"> o Assisting with sales and customer service o Managing inventory o Placing and fulfilling orders o Performing local sales calls and deliveries with a company vehicle <p>Sales Associate PT 1770 Hwy 521 By-Pass South, Lancaster, SC 29720 Part-Time Shift(s): Monday - Friday Between 7AM - 5PM</p>
<p>Requirements:</p>	<p>The following skills and qualifications are required for this position:</p> <ul style="list-style-type: none"> • 18 years of age or over • A valid driver's license and the ability to meet our driving record requirements • Possess or are working towards an Associate's Degree in Business/Marketing OR have equivalent industry experience and knowledge of the local market • Strong computer skills and math aptitude • A strong aptitude for sales and desire to earn salary plus commission after the training period • Excellent written and oral communication skills • Customer-service oriented • Ability to lift, slide and lower packages that typically weigh 25lbs-50lbs and may weigh up to 75lbs • Ability to pass the required drug screen (applicable in the US, Puerto Rico, and Guam ONLY).
<p>Contact:</p>	<p>To Apply, please click on the link below.</p> <p>Job Link: https://careers.fastenal.com/application/287680</p> <p>Please respond by 06-27-2017. Equal Opportunity Employer-Minorities/Females/Veterans/Disabled/Sexual Orientation/Gender Identity Fastenal is Dedicated to Employment Equity</p>

07/01/19	Patient Visit Volunteer /Administrative Volunteer	Kindred Hospice	Rock Hill, SC	Vounteer
Description:	<p>Hospice is a medical specialty dedicated to the support and care of persons with limited life expectancies, so that they may live as fully and comfortably as possible. Volunteers are an integral part of our philosophy. Volunteers are desired to help patients and their families when they need help the most. No matter what your talents or interests, you can make a difference in someone's life.</p>			
Requirements:	<ul style="list-style-type: none"> • The desire to give your time, talents & your heart in support of hospice patients and their families. • Be at least 16 years old. • Complete comprehensive hospice volunteer training. • Submit to TB testing. • Submit to a criminal background & drug screenings. 			
Contact:	<p>Naomi Otano MSW/Manager Volunteer Services (803) 329-0109 Naomi.otano@kindred.com www.kindredhospice.com</p>			