



**Mount Sinai** *Office for Diversity and Inclusion*

## 2016 Summer Internship Opportunities – Call for Mentors/Preceptors, Program Descriptions, and Financial Commitments

As part of our commitment to diversity, the Office for Diversity and Inclusion (ODI) of the Mount Sinai Health System conducts various education pipeline programs in partnership with community and educational organizations during the summer. The programs, which are targeted toward underrepresented minority high school and college students, allow participants to gain experience in hospital and health services administration, clinical medicine, and research. These education pipeline programs are administered by the ODI; the Center for Multicultural and Community Affairs (CMCA), the diversity center of the Icahn School of Medicine; and the Center for Excellence in Youth Education (CEYE), which is housed in the CMCA.

A critical success factor of these programs is Mount Sinai staff and faculty who serve as program mentors and preceptors. The table below provides a brief, detailed description of select programs for which we require program mentors and preceptors. We encourage you to consider sponsoring and mentoring interns at your respective institutions this summer. Please note, some programs require stipend support and it is incumbent on the sponsoring department to provide the funding necessary to compensate the student for the duration of the internship.

	Northeast Regional Alliance (NERA) MedPrep Program (Level 2)	Northeast Regional Alliance (NERA) MedPrep Program (Level 3)	Greater New York Hospital Association Summer Enrichment Program (GNYHA-SEP)	Prep for Prep Internship Program	All Stars Project, Inc. – Development School for Youth (DSY)	Committee for Hispanic Children and Families (CHCF) Internship Program <sup>a</sup>
<b>Program administered by:</b>	CMCA/CEYE	CMCA/CEYE	ODI	ODI	ODI	ODI
<b>Description</b>	Prepares economically and educationally disadvantaged, pre-med college students for medical school through enrollment in an MCAT Prep Course (Mondays – Thursdays) and clinical placements (Fridays).	Prepares economically and educationally disadvantaged, pre-med college students for medical school through daily research placements in academic medical institutions.	Presents work and project opportunities for college and graduate students interested in pursuing careers in hospital and health services administration.	Offers students currently majoring or who would like to major in the sciences (with the intent of entering the medical field upon graduation) experience in the healthcare field.	Exposes inner-city high school students to unique opportunities in science, medicine, business, and law.	Provides young men and women who are parents (or parental figures in their families) experience working in an office environment.
<b>Internship Start Date</b>	Monday, June 13 <sup>th</sup>	Monday, June 13 <sup>th</sup>	Tuesday, May 31 <sup>st</sup>	Monday, June 6 <sup>th</sup>	Wednesday, July 6 <sup>th</sup>	Variable
<b>Internship End Date</b>	Tuesday, July 26 <sup>th</sup>	Tuesday, July 26 <sup>th</sup>	Friday, August 19 <sup>th</sup>	Friday, August 5 <sup>th</sup>	Friday, August 12 <sup>th</sup>	Variable
<b>Duration</b>	Six weeks	Six weeks	Twelve weeks	Nine weeks	Six weeks	Variable
<b>Hours of Commitment</b>	Every Friday 9 am to 5 pm	Monday through Friday 9 am to 5 pm	Monday through Friday 9 am to 5 pm	Monday through Friday 9 am to 5 pm	Monday through Friday 9 am to 5 pm	Variable
<b>Student Education Level</b>	College (Juniors)	College (Seniors)	College and Graduate School (All levels)	High School (Juniors and Seniors) and College (All levels)	High School (Juniors and Seniors)	High School (All levels)

Experience Type	Clinical	Research	Administrative	Administrative	Administrative	Administrative
<b>Financial Commitment</b>	<b>None</b> <i>Stipends are covered by CMCA through the Health Resources and Services Administration's Health Careers Opportunities Program Award</i>	<b>None</b> <i>Stipends are covered by CMCA through the Health Resources and Services Administration's Health Careers Opportunities Program Award</i>	<b>\$10/hr</b> (College students) <b>\$15/hr</b> (Graduate students)	<b>\$8.75/hr</b> (High School students) <b>\$10/hr</b> (College students)	<b>\$12/hr</b>	<b>None</b> <i>Stipends are covered by CHCF</i>
<b>Total financial commitment for 1 student<sup>b</sup></b>	<b>N/A</b>	<b>N/A</b>	<b>\$4,500</b> (College students) <b>\$6,750</b> (Graduate students)	<b>\$2,953</b> (High School students) <b>\$3,375</b> (College students)	<b>\$3,200</b>	<b>N/A</b>
<b>Total financial commitment for 2 students</b>	<b>N/A</b>	<b>N/A</b>	<b>\$9,000</b> (College students) <b>\$13,500</b> (Graduate students)	<b>\$5,906</b> (High School students) <b>\$6,750</b> (College students)	<b>\$6,400</b>	<b>N/A</b>

- a. For the CHCF program, the availability of candidates and length of the program are dependent upon the funding available to support intern stipends. The MSHS sponsoring department/preceptor works with the ODI Program Manager and CHCF's Youth Development Coordinator to determine internship start/end dates, duration and hours of commitment. Internships may begin as early as February/March and may extend through July/August.
- b. Financial commitments for the GNYHA-SEP, Prep for Prep, and DSY programs are based on the 37.5 hrs/week standard for Mount Sinai Health System hospitals. Interns should not be compensated for federal holidays (i.e. Independence Day) which occur during their internship period. For the DSY program, the compensation rate of \$12/hr is set by the All Stars Project, Inc.; the complete financial commitment includes compensation plus a \$500 per intern sponsorship fee also required by the All Stars Project, Inc. to support annual supervisor training for internship preceptors.

#### **NERA MedPrep Program:**

For more information on how to become a clinical or research mentor, please contact Alyson Davis, MSW, Program Manager, CEYE at [alyson.davis@mssm.edu](mailto:alyson.davis@mssm.edu) or 212-241-7655. To learn more about the program itself, visit [www.neramedprep.org](http://www.neramedprep.org).

#### **GNYHA-SEP, Prep for Prep, DSY, and CHCF internship programs:**

Sponsoring departments and supervisors are responsible for assigning interns a **specific project or series of projects** which offers students developmental opportunities in the healthcare field. Examples of possible assignments and responsibilities include:

- Administrative functions (analyzing workflow, preparing budgets, creating directories, assisting with communications, etc.)
- Exposure to other departments (shadowing physicians, observing procedures, attending meetings, providing administrative support, etc.)
- Quality assurance (monitoring protocols/compliance, recording data, etc.)
- General education (attending workshops, conducting analysis, preparing information, presenting to senior management/leadership, etc.)

For more information on these programs or on how to become a department sponsor/preceptor, please contact Shana Dacon, MPH, Program Manager, ODI at [sdacon@chpnet.org](mailto:sdacon@chpnet.org) or 646-605-8277.