

For USC Lancaster Students: Internships & Volunteer Opportunities

Last Updated: 04/30/19

Date	Title	Employer	Location	Job Type
04/30/19	Outreach Ambassador or Admin Assistant	Safe Passage, Inc.	Chester & Rock Hill, SC	Volunteer
<p>Description:</p> <p>Safe Passage was established for the purpose of offering supportive services to families living in abuse so they could make changes in their lives and eliminate violence. We work every day to empower survivors, eliminate the abuse, engage the community, and engender change. Program services include emergency shelter for domestic violence victims and their minor children, adult and child counseling, advocacy, 24-hour hospital accompaniment for sexual assault victims, community referrals, education, support groups, and parenting classes. Services which are offered for shelter residents are also available for non-residential clients. Listed below are a couple of our volunteer opportunities:</p> <p>*As an OUTREACH AMBASSADOR you will assist in developing community connections in order to spread the message about Safe Passage's services. If you have a passion for public speaking and improving your community, this volunteer opportunity is for <i>you!</i> <i>For more information please see below.</i></p> <ul style="list-style-type: none"> -Attend an extensive and knowledgeable training about our services for victims and survivors of domestic violence, sexual assault, and child abuse (<i>you will also receive a certificate upon completion</i>). -Learn how to implement community engagement. -Gain experience in professional public speaking. -Develop an understanding of the responsibilities of victim service providers. -Network and develop community partners. -Work to create a culture of change and improvement. <p>*As an AMIN ASSISTANT, you will assist in improving the organization's efficiency and build on quality of service. If you're able to assist administrative staff with filing paperwork, data</p>				

	<p>entry, and perform various other tasks, this volunteer opportunity is for you! <i>For more information please see below.</i></p> <ul style="list-style-type: none"> -Receive intensive knowledge and training on services provided to victims and survivors of domestic violence, sexual assault, and child abuse at Safe Passage, Inc. -Gain experience in performing administrative, HR, and clerical duties. -Develop understanding with the responsibilities of victim service providers. -Network with community partners and government personnel. 			
Requirements:	<ul style="list-style-type: none"> -18 years or older -Completion of Volunteer Training Program (15 hours) -Ability to remain non-judgmental and non-directive -High level of attention to details and organization -Working knowledge of Microsoft Word and Excel -High School Diploma or some college -National child abuse and criminal clearances 			
Contact:	<p>To apply, please click the link below.</p> <p>Link: http://safepassagesc.org/volunteer/</p> <p>Upon completing the application, please e-mail the application to Grace Jackowski, our Volunteer Coordinator at gjackowski@safepassagesc.org</p> <p>For any other questions feel free to either e-mail or call Grace at (803) 581-9049.</p>			
04/09/19	Summer College Intern	City of Lancaster	Lancaster, SC	Full-time/Summer
Description:	<p>The City of Lancaster Summer College Internship Program is a paid, ten-week internship, from May 28th through August 2nd, 2019. The internship provides college students with real-life working experiences by exposing the students to the many facets of local government, and provides an all-important lesson about giving back to the community. The City has five (5) paid summer internship positions. These positions are a full time, 10-week commitment, Monday through Friday, 8 a.m. to 5 p.m.</p> <p>Students who reside, or whose parents reside, within the city limits of Lancaster will be given first priority in the selection process; however, all applicants must be residents of</p>			

	<p>Lancaster County. You will be asked to provide a copy of your drivers' license with current residence.</p> <p>Program Criteria:</p> <ul style="list-style-type: none"> • Students must be actively enrolled in an accredited college. Actively enrolled shall be defined as taking a course load of at least 12 credit hours for the Spring 2019 semester • Interested students should apply online at www.lancastercitysc.com (See employment opportunities) Please fill out application COMPLETELY and CLEARLY. Application for employment must be signed electronically. • You must upload TRANSCRIPTS showing 12 credit hours you are taking this semester - Spring, 2019 (transcripts do not have to be "official") • Students must have at least a 3.0 GPA (on a 4.0 scale) • If GPA is less than 3.0 Attach a letter of recommendation from your Academic Advisor or the Dean of the school (upload copy of transcripts and/or letter of recommendation) • Interested students should apply online no later than 5:00pm on Friday, May 3, 2019. • Students will be subject to the following background checks: Criminal History (SLED), Driving History, and Drug Test. • Interns are selected through a RANDOM DRAWING process. • Student interns will be compensated at a rate of \$7.25 per hour. 			
	<ul style="list-style-type: none"> • Students must be actively enrolled in an accredited college. Actively enrolled shall be defined as taking a course load of at least 12 credit hours for the Spring 2019 semester • You must upload TRANSCRIPTS showing 12 credit hours you are taking this semester - Spring, 2019 (transcripts do not have to be "official") • Students must have at least a 3.0 GPA (on a 4.0 scale) • If GPA is less than 3.0 Attach a letter of recommendation from your Academic Advisor or the Dean of the school (upload copy of transcripts and/or letter of recommendation) • Students will be subject to the following background checks: Criminal History (SLED), Driving History, and Drug Test. 			
Contact:	Interested students should apply online at www.lancastercitysc.com (See employment opportunities) Please fill out application COMPLETELY and CLEARLY. Application for employment must be signed electronically.			
04/09/19	Optical Intern	The Eye & Laser Center	Lancaster, SC	Summer Internship
Description:	We are looking for a college student seeking a great opportunity to learn more about the optical business through a summer internship which may turn into a part-time position			

	(dependent on intern's performance). The job includes processing inventory and returns, frame management, and clerical office work such as scanning, filing, and mailing.
Requirements:	Current college student with a sincere interest in learning about the optical business
Contact:	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

03/21/19	Ophthalmic Apprentice	The Eye & Laser Center	Lancaster, SC	Internship/Apprenticeship

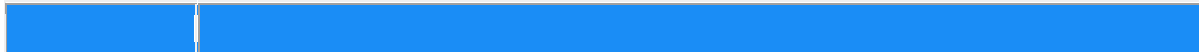
Description:	<p>We have a job opening/internship position available for a part-time, up to 32 hours a week, technician apprentice. No prior experience is required.</p> <p>Basic Function: To gather important and preliminary information from patients in such a way that enhances patient comfort and compliance; 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) Understand basic care and handling of all types of CTL, Instruct the I&R of CTL <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> 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"> 1. Master new vocabulary and skills required for smooth and efficient job performance. 2. Maintain pleasant, friendly and professional demeanor while helping patients of all ages and temperaments. 3. Work efficiently and enthusiastically with other members of the medical staff to provide optimum patient care and satisfaction. <p>Contacts/Resources: 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:	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			
03/21/19	Camp Volunteer	Camp Happy Days	Charleston, SC	Volunteer Summer – 1 Week

Description:
 Volunteer this Summer!
 Be a camp counselor for one week and make a lasting impact on the life of a child battling cancer!
 JUNE 29 - J U LY 6 , 2019

- Requirements:**
- Must be at least 18 years old.
 - Must agree to arrive at Camp on Saturday, June 29th and stay until Saturday, July 6th when all counselors are dismissed.
 - Complete a Background Check and interview with the Program Director.
 - If you are accepted as a counselor, complete Darkness to Light Training online or on-site.

Contact:
 Complete and submit this application by Sunday, March 31st for consideration.
 NEW VOLUNTEERS <https://camphappydays.campmanagement.com/apply>
 RETURNING VOLUNTEERS <https://camphappydays.campmanagement.com/staff/chd>
 If you have questions, contact Iain at iain@camphappydays.com or call 843.571.4336.



03/21/19	Science Undergraduate Laboratory Internship	US Department of Energy/Office of Science	Various US Locations	Fall Internship (Paid)
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Description:

The Science Undergraduate Laboratory Internship (SULI) program encourages undergraduate students and recent graduates to pursue science, technology, engineering, and mathematics (STEM) careers by providing research experiences at the Department of Energy (DOE) laboratories. Selected students participate as interns appointed at one of 17 participating DOE laboratories/facilities. They perform research, under the guidance of laboratory staff scientists or engineers, on projects supporting the DOE mission.

The Office of Science / US Department of Energy is pleased to announce paid research internship opportunities for undergraduate students majoring in areas of Science, Technology, Engineering, and Mathematics (STEM) for the Fall of 2019. The application system for the 2019 Fall Term Science Undergraduate Laboratory Internships (SULI) program is currently open, with all applications due by 05:00 PM Eastern Time on May 29, 2019.

The Science Undergraduate Laboratory Internships (SULI) program places students from 2 and 4 year undergraduate institutions as paid interns in science and engineering research activities at DOE national laboratories and facilities, working with laboratory staff scientists and engineers on projects related to ongoing research programs. Appointments are for 16 weeks during the Fall term, are open to US Citizens and US Lawful Permanent Residents, include a weekly stipend, reimbursement for one round trip domestic travel to the

	<p>participant's host DOE laboratory, and possibilities for a housing allowance. More than 850 internships are sponsored annually.</p> <p>The SULI program is sponsored and managed by the DOE Office of Science's, Office of Workforce Development for Teachers and Scientists (WDTS) in collaboration with the DOE laboratories/facilities.</p>			
Requirements:	College student currently attending a 2 or 4 year undergraduate institution and majoring in a science or engineering related field.			
Contact:	Application is made online. Full program information and descriptions, including links to the online application system, are available at: http://science.energy.gov/wdts/suli/			
03/01/19	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:	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).			
Contact:	If interested or for questions contact: Kiandra Carner –Volunteer Coordinator , kcarner@Agapehospice.com, (803)-493-3166			

03/01/19	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>			
Requirements:	The following skills and qualifications are required for this position:			

	<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). 			
Contact:	<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>			
11/01/18	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.</p> <p>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>			

