

# Volunteer & Internship Opportunities

## Community Opportunities

### Volunteer for TrueCare™ Community Health Events

Please e-mail [volunteer@truecare.org](mailto:volunteer@truecare.org) to inquire about the TrueCare community & health awareness events schedule and how to get involved!

## Weekly Community Food Distribution

Create a positive impact on your community by volunteering for TrueCare's Community Food distribution! Through this rewarding opportunity volunteers assist with registration and distributing food items to families and individuals in need. Join the cause and help end hunger in your community today.

### Location & Time Commitments:

- San Marcos, Located off N. Twin Oaks Valley Road), 1st and 3rd Wednesday 10AM - 1PM every month (flexible time commitment)
- Oceanside, Melba Bishop Community Recreation Center, 2nd, and 4th Tuesday every month 9:30AM - 12PM (flexible time commitment)

**Positions Available:** Open

**Requirements:** TrueCare volunteer application, immunizations, TB test, COVID-19 Vaccination, and background check (provided by TrueCare), access to e-mail, and reliable transportation. Please e-mail [volunteer@truecare.org](mailto:volunteer@truecare.org) to sign up for a shift(s)

**Preferred Skills:** Bilingual in Spanish (not required), great attitude, and able to lift up to 25 lbs.

## Community Outreach Internship

The TrueCare Community Outreach Department seeks highly personable individuals to join the team! The Community Outreach Intern will assist in outreach activities and community events that increase community awareness of the services and programs provided by TrueCare. Through training, mentorship, and routine interactions, interns learn new skills, expand their networks, and achieve personal and professional growth.

### Locations:

- San Marcos Health Center, 150 Valpreda Road San Marcos, CA 92069
- Perris Health Center, 1675 North Perris Blvd, Suite G1 Perris, CA 92571

**Positions Available:** 1

**Time Commitment:** One semester or 3-month minimum commitment, schedule is flexible to availability of volunteer (required at least 12 activities per month), and quarterly volunteer meetings.

**Requirements:** TrueCare volunteer application, 2- step interview, immunizations, TB test and background check (provided by TrueCare), COVID-19 Vaccination, access to e-mail, and reliable transportation.

## Clinic Customer Service Volunteering

TrueCare is seeking friendly and genuine individuals who enjoy helping others! The Clinic Customer Service Volunteer will create an interactive and caring environment for TrueCare patients by enhancing support in the front of the clinic. Gain a rewarding experience in our clinic by applying today!

### Locations:

- San Marcos Health Center, 150 Valpreda Road San Marcos, CA 92069
- Mission Mesa Pediatrics, 2210 Mesa Dr., Suite 300 Oceanside, CA 92054
- Carlsbad Health Center, 1295 Carlsbad Village Dr., Suite 100 Carlsbad, CA 92008

**Positions Available:** 3

**Time Commitment:** 3-month minimum commitment, flexible schedule with a 6-hour minimum weekly commitment (Monday-Friday 8-5 PM)

**Requirements:** TrueCare volunteer application, 2-step interview, immunizations, TB test, COVID-19 Vaccination, and background check (provided by TrueCare), access to e-mail, and reliable transportation.

## MyChart Volunteering

TrueCare is seeking an individual comfortable with technology and willing to interact with patients on a personal level. As a MyChart volunteer, you will enhance support in the clinic by assisting with MyChart activation. With the help of front desk staff, the volunteer will recruit patients for MyChart, an online portal for patients to access their medical information, request appointments. The goal is to increase MyChart usage to facilitate patient engagement. Apply today!

### Locations:

- San Marcos Health Center, 150 Valpreda Road San Marcos, CA 92069
- Loma Alta Health Center, 605 Crouch St., Building C Oceanside, CA 92054
- Mission Mesa Pediatrics, 2210 Mesa Dr., Suite 300 Oceanside, CA 92054
- Mission Mesa Pediatric Dental, 2210 Mesa Dr., Suite 100 Oceanside, CA 92054
- Mission Mesa Women's Health, 2210 Mesa Dr., Suite 5 Oceanside, CA 92054

**Positions Available:** Open

**Time Commitment:** 3-month minimum commitment, flexible schedule (Monday-Saturday, 8-5 PM)

**Requirements:** TrueCare volunteer application, 2-step interview, immunizations, TB test, COVID-19 Vaccination, and background check (provided by TrueCare), access to e-mail, and reliable transportation, training.

**Preferred Skills:** Bilingual, comfortable with technology, great people skills

## Pediatric Reader Volunteering

TrueCare is seeking friendly individuals who enjoy working with children! As a pediatric reader, the volunteer will interact with child patients by entertaining them through different activities such as reading a book, coloring, or playing games. Through these interactions, the volunteer will help make the parent and child's overall experience more comfortable.

**Locations:**

- San Marcos Pediatrics, 150 Valpreda Road San Marcos, CA 92069

**Positions Available:** Open

**Time Commitment:** 3-month minimum commitment, 2-hour shifts, flexible schedule (Monday-Friday 8-5 PM)

**Requirements:** TrueCare volunteer application, 2-step interview, immunizations, TB test, COVID-19 Vaccination, and background check (provided by TrueCare), access to e-mail, and reliable transportation.

**Preferred skills:** Positive attitude, great people and customer service skills, creative

## Promotores Volunteering

TrueCare is seeking interested adult individuals who can act as liaisons and provide support, referrals, education, and health awareness to their communities. Through training and collaboration with the Community Outreach team, the volunteer will connect their families and friends to the services offered at TrueCare.

**Locations:**

- San Marcos
- Oceanside

**Positions Available:** Open

**Time Commitment:** 3-month minimum commitment, 10-15 hours/week, flexible schedule

**Requirements: Must be a TrueCare patient.** TrueCare volunteer application, 2-step interview, immunizations, TB test, COVID-19 Vaccination, and background check (provided by TrueCare), access to e-mail, and reliable transportation.

**Preferred skills:** Positive attitude, great people and customer service skills

## Patient Retention & Engagement Volunteering

TrueCare is seeking highly motivated individuals! As a PRE volunteer, the level of commitment is lower while still learning how to implement patient retention strategies and assist department staff in their goals. In this position, you will be outreaching to patients and identifying their needs to support the Director of PRE in data collection as it pertains to patient retention. Through the volunteer opportunity, the volunteer will gain personal and professional skills as they learn customer service skills as well as expand their know of health insurance and health administration.

**Locations:**

- San Marcos Pediatrics, 150 Valpreda Road San Marcos, CA 92069

**Positions Available:** Open

**Time Commitment:** 3-month minimum commitment, flexible schedule (Monday-Friday 8-5 PM)

**Requirements:** Bilingual Spanish-speaking, TrueCare volunteer application, 2-step interview, immunizations, TB test, COVID-19 Vaccination, and background check (provided by TrueCare), access to e-mail, and reliable transportation. Must be an undergraduate student.

**Preferred skills:** Highly motivated, great people and customer service skills, reliable, takes initiative, good at talking over the phone, creativity. Must have reliable transportation to site. Must be an undergraduate college student.

## Golden Years Internship

TrueCare is seeking a student interested in helping the community! The Golden Years Intern will gain hands on experience by assisting and implementing psycho-educational classes for participants of the Golden Years Program. The intern will help organize events and classes for Hispanic Adults and learn skills to increase community knowledge on mental health and wellness.

**Location:** San Marcos Health Center, 150 Valpreda Road San Marcos, CA 92069

**Positions Available: Open**

**Time Commitment:** 3-month minimum commitment, Tuesdays 8:30am – 1:00pm

**Requirements:** Bilingual Spanish-speaking, Must be currently enrolled/graduated in one of the following fields of study: Public Health, Social Science, Psychology, Anthropology, or other related field. Must be emotionally stable to handle sensitive situations/encounters with participants of the group

TrueCare volunteer application, 2-step interview, TB test, COVID-19 Vaccination, and background check (provided by TrueCare), access to e-mail, and reliable transportation.

**Preferred Skills:** Great attitude, outgoing, organization skills, self-sufficient, takes initiative

## Patient Retention & Engagement Internship

TrueCare is seeking a student interested in helping the community! The Patient Retention & Engagement Intern will gain hands on experience by assisting as a receptionist at the resource center and support the PRE Team (Patient Retention & Engagement). Through training, mentorship, staff and patient interactions, the intern learns new skills, expand their knowledge in medical healthcare insurance, and achieve personal and professional growth in the healthcare administration environment.

**Location:** San Marcos Health Center, 150 Valpreda Road San Marcos, CA 92069

**Positions Available: 1**

**Time Commitment:** 3-month minimum commitment, flexible schedule with a 10–15-hour minimum weekly commitment (Monday-Friday 8-5 PM), and quarterly all volunteer meetings.

**Requirements:** Bilingual Spanish-speaking, TrueCare volunteer application, 2-step interview, TB test, COVID-19 Vaccination, and background check (provided by TrueCare), access to e-mail, and reliable transportation.

**Preferred Skills:** Great attitude, outgoing, organization skills, phone etiquette, computer skills (emails, Excel, Microsoft office)

## Marketing and Communications Internship

TrueCare's Marketing and Communications department is looking for an undergraduate student who is interested in all aspects of marketing from ideation to completion. The MarCom Intern will gain hands on experience by assisting staff with content creation, social media and PR, and various forms of marketing both to external audiences and internally to

staff in order to further the organization's mission of health care for all. Through training, mentorship, and staff interactions, the intern will learn new skills, see how digital campaigns are used to accomplish organizational goals, and achieve personal and professional growth in the marketing world.

**Location:** San Marcos Health Center, 150 Valpreda Road San Marcos, CA 92069

**Positions Available:** 1

**Time Commitment:** 3-month minimum commitment, flexible schedule with a 10–15-hour minimum weekly commitment (Monday-Friday 8-5 PM).

**Requirements:** TrueCare volunteer application, 2-step interview, TB test, COVID-19 Vaccination, and background check (provided by TrueCare), access to e-mail, and reliable transportation.

Applicant must be an undergraduate student.

**Required Skills:** Experience with Microsoft Office (i.e., Word, Excel, Outlook, PowerPoint, Publisher, etc.) Google Analytics, Hootsuite (or similar)

**Preferred Skills:** Experience with Adobe Creative Suite, Constant Contact, HTML, HubSpot

## Clinical Operations Internship

TrueCare is seeking a responsible and motivated intern that will work with the Clinical Operations team to assist with various projects such as developing collateral for clinical staff training and education, data entry and research. Are you ready gain more skills and work with an awesome team? Apply Today!

**Location:** San Marcos Health Center, 150 Valpreda Road San Marcos, CA 92069

**Positions Available:** 1

**Time Commitment:** 3-month minimum commitment, flexible schedule with a 10-15 minimum hour weekly commitment (Monday-Friday 8-5 PM), and quarterly all volunteer meetings.

**Requirements:** TrueCare volunteer application, 2-step interview, TB test, COVID-19 Vaccination, and background check (provided by TrueCare), access to e-mail, and reliable transportation. Master's-level internship.

**Preferred Skills:** Great attitude, organization skills, data entry, Power Point and Microsoft office

## Clinic Opportunities

### Questions about Clinical Internships or Rotations?

Are you a current student completing a medical track program (Medical Assisting, Nursing, Physician Assistant, Medical school, Pharmacy) and have questions about a clinical internship or rotation with TrueCare?

Please contact [volunteer@truecare.org](mailto:volunteer@truecare.org).

*\*\*Due to high demand in clinical internships, TrueCare is limited to accepting students from select Southern California universities only. Please inquire for more information,*

