

## **2026 Syracuse University Summer Internship Program Barnes Center Health Services Job Description**

Student intern(s) will:

- Receive an introduction to the Barnes Center
- Shadow Barnes Center employees in their day-to-day operations
- Learn about how the Barnes Center works with other departments at the university
- Learn about and be held to workplace expectations including, but not limited to:
  - Arriving on time
  - Reporting to a supervisor
  - Following directions
  - Being held accountable to colleagues and supervisors

Summer 2026: All student interns will earn \$16.00 per hour worked. The position will begin on July 1 and run until August 7. Students will work Monday through Thursday from 8:30 a.m. to 3:30 p.m.

Student(s) will work in the following location:

**Barnes Center at the Arch  
150 Sims Drive, Suite 201  
Syracuse, NY 13244**

Responsibilities are specific to location, but may include:

- Rooming patients and conducting a review of allergies, medications, past medical/surgical history, social history, and current symptoms/reason for visit
- Assisting with in-office procedures such as sutures, female/male health procedures, IUD/Nexplanon insertion, and more
- Observing blood draws and performing a variety of rapid testing (including mono, blood sugar, strep, flu, Covid-19, urine pregnancy and urinalysis)
- Entering test results and communicating test results to providers
- Navigating the electronic health record for documenting at the appointment
- Documenting lab results
- Scheduling appointments and checking students in for their appointments
- Answering multi-line phones and messaging nurses or providers when students call
- Additional duties, as needed

Required Qualifications:

- Learning Pathway: Health Professions
- A good candidate for the job is motivated to learn, fully understands confidentiality, and can handle injuries and illness with maturity and compassion

Other Requirements:

- Operation of necessary equipment in relation to job
- Wear work appropriate dress (no denim, shorts, open-toe shoes, etc.)