

Program Manager, Climate and Health Education (Part-Time)

Texas Physicians for Social Responsibility

Organization

Texas Physicians for Social Responsibility is the Texas chapter of Physicians for Social Responsibility (PSR). Guided by medical and public health expertise, Texas PSR works in partnership with national PSR and other PSR chapters to protect human life from the gravest threats to health and survival through outreach, education, and advocacy.

Texas PSR's membership is geographically and professionally diverse with members in all major cities representing physicians, nurses, and other healthcare professionals, along with other concerned citizens.

Our strategy for achieving positive change is to provide a conduit for the medical community to educate and inform the public and lawmakers about potential threats to public health through education, analysis, and expert testimony on key issues such as climate change, food systems, toxics, and nuclear weapons.

Summary of Position

Texas PSR seeks a part-time Program Manager to assist in the operations of the Climate and Health Education program. The Program Manager reports to the Executive Director and plays an essential role in the primary program operated by Texas PSR. The position is based in Austin, Texas and requires between 5 and 10 hours per week. The Program Manager must be available on Tuesdays from noon to 1 pm, starting February 21 and running until May 16, 2023. Texas PSR does not currently operate out of an office and expects employees to be able to work from home or another location. Travel outside of Austin will not be required.

JOB DUTIES

- Coordinate Texas PSR's elective at UT Dell Medical School entitled "Environmental Threats to Health" by:
 - Ensuring the lecturer for each week is confirmed and able to present their lecture without difficulty;

- Ensuring the students and lecturer (if in person) receive lunch from a restaurant that uses compostable or recyclable takeout containers (we have a list);
- Arriving at class early and ensuring that everything operates smoothly for the lecture;
- Creating Zoom links when necessary and ensuring that virtual lectures are recorded;
- Ensuring that all students fill out on-line evaluations for each lecture and for the course as a whole at the end of the course; and
- Tracking attendance.
- Work with interested Texas medical schools and other health education institutions on incorporating the health impacts of climate change into their curriculum by:
 - Scheduling regular calls with key faculty members at medical schools in the process of developing an elective or incorporating climate and health content into their core curriculum;
 - Sharing curricular materials with faculty and students at medical schools developing courses and new programming;
 - Building relationships with medical students interested in seeing climate and health content at their medical school;
 - Ensuring that lessons learned from one institution's efforts are shared with key players at other institutions; and
 - Keeping key Texas PSR board members and the Executive Director updated on progress and where they can be of assistance in moving efforts forward.
- Help coordinate continuing education webinars for physicians and nurses on climate and health topics by:
 - Preparing and distributing publicity materials to professional associations, on social media and other forums to reach medical professionals;
 - Assisting with logistics for Zoom webinars; and
 - Researching climate and health topics to support speakers' presentations.
- Help with administrative and research tasks necessary to operate Texas Physicians for Social Responsibility and the Climate and Health Education Project. Other duties as assigned.

QUALIFICATIONS

- At least a college junior, with a healthcare-related background or major, including but not limited to, pre-med, nursing, social work, pharmacy, dentistry or public

health. Masters in public health students and graduate students interested in health policy are encouraged to apply.

- Sufficient transportation to be able to pick up lunch and bring it to the Dell Medical School, Health Learning Building for elective course.
- Working knowledge of Google applications, including Docs, Sheets, Forms, Slides and Drive.
- Independently motivated, personable, friendly, and capable of interacting in a professional manner with a diversity of stakeholders, including physicians, medical professors, nurses, nursing professors, and other leaders in healthcare education.

COMPENSATION

The compensation for this position is \$22 per hour. This is a part-time, 5 to 10 hour a week position, ideal for a student looking for an opportunity to learn more about the intersection of climate change, environmental pollution and public health.

LOCATION

This position is based in Austin, Texas. Texas PSR does not have a physical office and therefore does not work in-person on a regular basis. This position will require in-person attendance at the Environmental Threats to Health elective at Dell Medical School once a week between February 21 and May 16, 2023, between noon to 1 pm. Position may continue past May if workable for both parties.

TO APPLY

To apply please submit your resume and a brief cover letter via email to becky.bernhardt@texaspsr.org. Please include in the email subject line your full name and the position title. Texas PSR will not respond to phone inquiries. Applications will be reviewed on a rolling basis.

Texas PSR is an equal opportunity employer and makes employment decisions on the basis of qualifications.