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Fellowship Position Description

Position:
Merrimack College Graduate Fellow Certified Athletic Trainer

Program:
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company / Institution:
Merrimack College Athletic Training

Site Supervisor:
Heather Hanjack, ATC

Fellowship Position & Organization Background:
Merrimack College, a Division 1 member of the Northeast Conference (NEC) and Hockey East Association (HEA), is accepting applications for Graduate Fellow Certified Athletic Trainer positions for the 2020-2021 academic year. The Graduate Fellow Athletic Trainer is a vital member of the sports medicine team and will work alongside staff athletic trainers, team physicians and orthopedic consultants at Merrimack College. The graduate fellow athletic trainer is responsible for the prevention, evaluation, management, rehabilitation and documentation of athletic injuries. In addition, they are responsible for the operation of the athletic training facility and providing athletic healthcare to teams as assigned by the Head Athletic Trainer. Specific sport assignments are dependent upon the selected applicant’s particular skill sets. The Graduate Fellows will work 20 hours a week with flexibility to travel, work nights, weekends and holidays.

Responsibilities include:
Hours per week: (15)
Ability to work a flexible schedule, including evenings, weekends, and holidays. Travel with teams for away contests is required.

1. Onsite care and management of injuries and illnesses including: prevention, evaluation, management and rehabilitation.
2. Electronic documentation of all patient encounters.
3. Coordinate and implement injury prevention programs and customized preventative strategies and programs to each patient.
5. Provide accommodation recommendations, related to sport, for student athletes with restrictions or limitations.
6. Communicate with physicians and coaching staff regarding the injury status of athletes.
7. Carry out medical care for assigned student-athletes per the sports medicine standard operating procedures.
8. Responsible for other duties as assigned by supervisor.

Fellowship Prerequisites / Qualifications:
Requirements:
1. BOC Certified
2. MA Licensure
3. Acceptance into the Health Sciences Master’s Program at Merrimack College

Prepares you for a career(s) in:
Collegiate Athletic Training, High School Athletic Training, Private Sector Athletic Training
Fellowship Position Description

Position:
Head Athletic Trainer-Woburn High School

Program
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company/Institution
ProEx Physical Therapy
Woburn, MA

Site Supervisor
Megan Saffie, ATC

Fellowship Position

Hours: 15 per week

Head Athletic Trainer-Woburn High School
• Provide athletic training coverage for all home games and practices for home/away teams; AT room coverage for all teams as needed; evaluate and prescribe care for injuries and/or injury prevention and rehabilitation.
• Concussion evaluation, monitoring, and management.
• Work with school Health Center for athlete injuries, concussion, illness, transport to hospital, health appointments, or other as needed from Health Center.
• Communication with Athletic Director and Coaches regarding athlete status
• Refer injuries to orthopedic physician as necessary.
• Influence and make athletic training room purchases.

Exercise Technician
• Managed and created rehabilitation flowcharts for patients of all ages.
• Administered therapeutic exercises to patients of all ages based on signs and symptoms.
• Performed daily maintenance activities to provide a clean and sterile environment

Fellowship Requirements/Qualifications
BOC certified and MA state licensed, complete CORI form; CPR/AED Certified

Prepares you for:
• Athletic Trainer at high school
• Strength and Conditioning or Human Performance specialist
• Physician Extender
Position:
Certified Athletic Trainer, Haverhill High School

Program
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company/Institution
Haverhill High School; Athletic Training Program

Location
Haverhill Athletics 137 Monument St, Haverhill, MA 01833

Site Supervisor
Andrew Berube, Head Athletic Trainer

Fellowship Position
Hours per week: 15

The athletic trainer is responsible for the prevention, evaluation, management and rehabilitation of injuries within the school's comprehensive sports medicine program.

Responsibilities include
Practice coverage, game coverage, assist Head Athletic Trainer, run pre-participation physical exams, perform concussion assessments, write injury reports, give out and explain school insurance forms.

Fellowship Requirements/Qualifications
BOC certified and MA state licensed, complete CORI form; CPR/AED Certified

Prepares you for:
- Athletic Trainer at high school
- Strength and Conditioning or Human Performance specialist
- Physician Extender
Position:
Lowell High School Certified Athletic Trainer

Program:
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company / Institution:
Lowell High School Athletic Training Department
50 Father Morissette BLVD, Lowell, MA, 01852

Site Supervisor:
Damon Amato, Head Athletic Trainer

Fellowship Position & Organization Background:
The Fellowship at Lowell High School will include all aspects of a regular assistant athletic training position. Fellows will be held to the same standards as if they were in a full time paid position. Responsibilities include but are not limited to: day to day operations within the sports medicine department, daily coverage of athletic practices, events, evaluation and treatment of sports injuries, rehabilitation, strength and conditioning, preventative exercises, establishing rapport with coaches, the Athletic Director, and parents.

Responsibilities include:

Hours per week: 15

The athletic trainer is responsible for the prevention, evaluation, management and rehabilitation of injuries within the school's comprehensive sports medicine program. Responsibilities include:

- Practice coverage
- Game coverage
- Assist Head Athletic Trainer
- Run pre-participation physical exams
- Perform concussion assessments
- Write injury reports
- Distribute and explain school insurance forms

Fellowship Pre-Requisites / Qualifications:

BOC certified and MA state licensed, complete CORI form; CPR/AED Certified

Prepares you for a career(s) in:
- Athletic Trainer at high school
- Strength and Conditioning or Human Performance specialist
- Physician Extender
Fellowship Position Description

Position:
Essex Technical High School Athletic Trainer Fellowship

Program
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company/Institution
Essex Technical High School; Athletic Training Program

Location
565 Maple St, Danvers, MA 01923

Site Supervisor
Matthew Brucker, Head Athletic Trainer

Fellowship Position
The athletic trainer is responsible for the prevention, evaluation, management and rehabilitation of injuries within the school's comprehensive sports medicine program.

Responsibilities include

Hours: 15 per week

Practice coverage, game coverage, assist Head Athletic Trainer, run pre-participation physical exams, perform concussion assessments, write injury reports, distribute and explain school insurance forms.

Fellowship Requirements/Qualifications
BOC certified and MA state licensed, complete CORI form; CPR/AED Certified

Prepares you for:
● Athletic Trainer at high school
● Strength and Conditioning or Human Performance specialist
● Physician Extender
Fellowship Position Description

Position:
Methuen High School Certified Athletic Trainer

Program:
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company / Institution:
1 Ranger Rd, Methuen, MA 01844

Site Supervisor:
Al Delano, Head Athletic Trainer

Fellowship Position & Organization Background:
The Fellowship at Lowell High School will include all aspects of a regular assistant athletic training position. Fellows will be held to the same standards as if they were in a full time paid position. Responsibilities include but are not limited to: day to day operations within the sports medicine department, daily coverage of athletic practices, events, evaluation and treatment of sports injuries, rehabilitation, strength and conditioning, preventative exercises, establishing rapport with coaches, the Athletic Director, and parents.

Fellowship students may have an optional opportunity to participate as a teaching assistant in a High School Sports Medicine course.

Responsibilities include:

Hours per week: 15

The athletic trainer is responsible for the prevention, evaluation, management and rehabilitation of injuries within the school's comprehensive sports medicine program. Responsibilities include:

● Practice coverage
● Game coverage
● Assist Head Athletic Trainer
● Run pre-participation physical exams
● Perform concussion assessments
● Write injury reports
● Distribute and explain school insurance forms

Fellowship Pre-Requisites / Qualifications:

BOC certified and MA state licensed, complete CORI form; CPR/AED Certified

Prepares you for a career(s) in:

● Athletic Trainer at high school
● Strength and Conditioning or Human Performance specialist
● Physician Extender
Fellowship Position Description

Position:
Strength Coach: Merrimack College

Program:
Exercise Sports Science

Company / Institution:
Merrimack College Athletics/Strength and Conditioning

Site Supervisor:
Michael Kamal, Assistant Athletic Director for Strength and Conditioning

Fellowship Position & Organization Background:
Strength and Conditioning Coaching Fellowship: Each successful candidate will be assigned 2-3 varsity athletic teams to design and implement year-round strength and conditioning programs. Each candidate will also be responsible for communication and scheduling with the assigned sport Head Coach. There will be direct mentoring from the Director and Assistant S&C coach via daily and weekly staff meetings and performance reviews that will cover an extensive education curriculum and professional development activities. The expected outcome of this assignment is that each candidate gain the necessary competencies and become prepared to excel as a successful Strength and Conditioning coach.

Responsibilities include:

Hours per week: 15

It will be the responsibility of each successful candidate to create a comprehensive physical preparation program for multiple varsity sport teams, attend all staff meetings, complete educational requirements, and participate in professional development activities. Schedules will be individualized based on class schedules and coaching assignments.

Fellowship Pre-Requisites / Qualifications:

- Experience within the field of Strength and Conditioning or related areas
- A nationally recognized strength and conditioning certification (CSCS, CSCCa)
- CPR / First Aid certification
- Strong work ethic and desire for personal and professional improvement

Prepares you for a career(s) in:
- High School, Collegiate, Professional, or Private Strength and Conditioning
- Personal and Small Group Exercise Training
- Human Performance Testing and Training
- Other Fitness Positions
Fellowship Position Description

Position:
Strength Coach: Boston College

Program:
Exercise & Sports Science

Company / Institution:
Boston College  Strength and Conditioning Department

Site Supervisor:
Russ DeRosa: Director of Strength & Conditioning-Olympic Sports
Ryan Sullivan: Assistant Strength Coach

Fellowship Position & Organization Background:
At Boston College Strength & Conditioning, we are committed to offering our athletes the best possible experience. We want each and every athlete to have every tool to develop physically, psychologically, technically, and tactically. This means providing a knowledgeable staff that is available to answer questions throughout the year. One way we fulfill these goals is through our Strength and Conditioning program. We are proud to say we have hired and trained some of the best coaches in the area, and are continuing to recruit and develop the next generation of great Strength & Conditioning coaches.

From weekly professional development seminars, to one-on-one program design guidance, to the responsibility of taking over one of our varsity teams, the Boston College Strength & Conditioning Fellowship Program is a rare opportunity in this field for young, aspiring coaches to get real hands-on experience with national-caliber athletes and coaches.

Responsibilities include:

Hours per week: 15-20
It will be the responsibility of each successful candidate to create a comprehensive physical preparation program for multiple varsity sport teams, attend all staff meetings, complete educational requirements, and participate in professional development activities. Schedules will be individualized based on class schedules and coaching assignments.

Fellowship Pre-Requisites / Qualifications:
Required:
● Punctuality
● Passion for strength coaching
● Accountability
● Certification: currently hold or working towards obtaining CSCS

Preferred:
● Experience training/coaching in a structured environment
● Willingness to self educate (with direction)
● Attendance at teams games

Prepares you for a career(s) in:
● High School, Collegiate, Professional, or Private Strength and Conditioning
● Personal and Small Group Exercise Training
● Human Performance Testing and Training
● Other Fitness Positions
Position:
College of the Holy Cross Strength Coach

Program:
Exercise & Sports Science

Company / Institution:
Holy Cross Athletics/Strength and Conditioning

Site Supervisor:
Shepherd Allen, Assistant Strength & Conditioning Coach

Fellowship Position & Organization Background:
The strength and conditioning program at the College of the Holy Cross is designed to enhance each athlete's success and in turn enhance the teams' success. Crusader student-athletes have the opportunity to work with two full-time certified strength and conditioning coaches that design training programs to improve performance. In today's athletics, the foundation of any student-athlete's success on the field, court, ice or in the water is their year round preparation. The weight-room in the Hart Center at the College of the Holy Cross is designed to facilitate that preparation. The 6,000 square foot weight-room contains a 33-yard long, 1800 square feet area for speed and movement training, over 15,000 lbs. of free weights, 8 Power Racks, 7 Olympic platforms, 5 Half Racks, 8 Benches, 8 Inclines and dumbbells ranging from 2.5 to 130 lbs. Each student-athlete is given their own individualized program that is designed to improve movement skills, core strength, power, speed, strength, balance and flexibility. The strength and conditioning staff makes sure that all areas of performance enhancement are covered and that the training is balanced among all components.

Possibility to obtain housing near campus at a reduced cost

Responsibilities include:

Hours per week: 15

It will be the responsibility of each successful candidate to create a comprehensive physical preparation program for multiple varsity sport teams, attend all staff meetings, complete educational requirements, and participate in professional development activities. Schedules will be individualized based on class schedules and coaching assignments.

Fellowship Pre-Requisites / Qualifications:
- Experience within the field of Strength and Conditioning or related areas
- Obtain or be working towards a nationally recognized strength and conditioning certification (CSCS, CSCCa)
- CPR / First Aid certification
- Strong work ethic and desire for personal and professional improvement

Prepares you for a career(s) in:
- High School, Collegiate, Professional, or Private Strength and Conditioning
- Personal and Small Group Exercise Training
- Human Performance Testing and Training
- Other Fitness Positions
Fellowship Position Description

Position:
Strength Coach: UMass Lowell

Program:
Exercise & Sports Science

Company / Institution:
Umass Lowell Athletics/Strength and Conditioning

Site Supervisor:
Keith Vinci, Director of Sports Performance

Fellowship Position & Organization Background:
At Costello Athletic Center, our team of sports performance coaches tries to enhance UMass Lowell’s varsity athletes by making them stronger and better conditioned. We want our athletes to perform at optimum levels when it is their season to compete. By testing athletes to see what weaknesses need to addressed, we can make a more effective program. By putting in the effort in the weight room, we can better physically and mentally prepare UMass Lowell athletes for competition. Further, UMass Lowell is an approved mentorship towards the Collegiate Strength and Conditioning Coaches Association (CSCCa) practicum requirements.

Responsibilities include:

Hours per week: 15

Assist the sports performance staff in all day-to-day operations of the UMass Lowell varsity weight rooms. Duties include but not limited to: assisting staff in the implementation of strength and conditioning programs for 16 varsity sports, set up, and breakdown of training equipment and assisting in the maintenance and upkeep of the facility.

Fellowship Pre-Requisites / Qualifications:

- Pursuing a Bachelor’s or Master’s Degree in exercise science or a related field. Have a strong desire to become a sports performance coach at the collegiate level. Certification or working towards certifications with the NSCA-CSCS, CSCCa, and/or USAW.

Prepares you for a career(s) in:
- High School, Collegiate, Professional, or Private Strength and Conditioning
- Personal and Small Group Exercise Training
- Human Performance Testing and Training
- Other Fitness Positions
Position Description:
Strength Coach: Harvard University

Program:
Exercise & Sports Science

Company / Institution:
Harvard University Strength and Conditioning Department

Site Supervisor:
Tim Mullen: Assistant Director of Strength & Conditioning
Luke Osberg: Assistant Director of Strength & Conditioning

Fellowship Position & Organization Background:
At Harvard University Strength & Conditioning, we are committed to offering our athletes the best possible experience. We want each and every athlete to have every tool to develop physically, psychologically, technically, and tactically. This means providing a knowledgeable staff that is available to answer questions throughout the year. One way we fulfill these goals is through our Strength and Conditioning program. We are proud to say we have hired and trained some of the best coaches in the area, and are continuing to recruit and develop the next generation of great Strength & Conditioning coaches.

From weekly professional development seminars, to one-on-one program design guidance, to the responsibility of taking over one of our varsity teams, the Harvard Strength & Conditioning Fellowship Program is a rare opportunity in this field for young, aspiring coaches to get real hands-on experience with national-caliber athletes and coaches.

Responsibilities include:

Hours per week: 15/20
It will be the responsibility of each successful candidate to create a comprehensive physical preparation program for multiple varsity sport teams, attend all staff meetings, complete educational requirements, and participate in professional development activities. Schedules will be individualized based on class schedules and coaching assignments.

Fellowship Pre-Requisites / Qualifications:
Required:
● Punctuality
● Passion for strength coaching
● Accountability
● Certification: currently hold or working towards obtaining CSCS

Preferred:
● Experience training/coaching in a structured environment
● Willingness to self educate (with direction)
● Attendance at teams games

Prepares you for a career(s) in:
● High School, Collegiate, Professional, or Private Strength and Conditioning
● Personal and Small Group Exercise Training
● Human Performance Testing and Training
● Other Fitness Positions
Fellowship Position Description

Position:
Strength Coach: Tufts University

Program:
Exercise & Sports Science

Site Supervisor:
Daniel Kopcso, Director of Sports Performance
Michael Hunter, Strength Coach

Why Tufts:
An internship with Tufts Strength and Conditioning provides you with the opportunity to work directly with our 28 varsity teams many of which are at the top of NCAA DIII athletics. We invite you to be part of a growth oriented staff that is constantly assessing how we can have the most impact.

Our Internship:
We offer a full year long experience where you will be exposed to all aspects of collegiate S&C. You will gain valuable coaching experience as well as take part in our education curriculum focused on programming and planning training.

Qualifications:
- Prior coaching experience (preferably in a team setting)
- Working towards a career in collegiate S&C
- A willingness to learn and take feedback
- Ability to confidently lead large groups
Fellowship Position Description

Position:
Strength and Conditioning Coach: Northeastern University

Program:
Exercise & Sports Science

Company / Institution:
Northeastern University/UHCS

Site Supervisor:
Alex Pacitti, Assistant Strength and Conditioning Coach

Fellowship Position & Organization Background:
Strength and Conditioning Coach Fellowship: As part of the Northeastern University Sport Performance collaborative care model, each candidate will be assigned to multiple “Performance Care Teams” to work with four or five varsity programs. Each Performance Care Team includes: multiple Strength and Conditioning Coaches, multiple Athletic Trainers, Performance Health Coach, Physical Therapist, and Student Academic Services representative. The collective efforts of this Team are to offer the highest quality of care and resources possible to support the student-athletes’ focus on the processes of their personal and athletic development. There will be mentoring from the entire Strength and Conditioning Staff and Performance Health Coach. Weekly staff meetings and education sessions are scheduled to support the continued personal and professional growth of all staff members. Each candidate’s role in the continuous growth and improvement of the department will result in a dynamic, in-depth, and unique experience that helps prepare for future endeavors in the Strength and Conditioning industry.

Responsibilities include:

Hours per week: 15-20
Candidates will be responsible for performance testing data collection, program design, supervising team or individual training sessions, and participating in Team meetings. Furthermore, Candidates will be helping Northeastern Sports Performance’s initiative to expand this model and services to Northeastern University Club Sports and may coach Club team training sessions. All staff are expected to attend and participate in staff meetings and complete educational/professional development activities. Schedules will be individualized based on class schedules and coaching assignments.

Fellowship Pre-requisites / Qualifications:
- Experience within the field of Strength and Conditioning or related areas
- A nationally recognized strength and conditioning certification (CSCS, CSCCa)
- CPR / First Aid certification
- A strong work ethic
- Exceptional attention to detail
- A desire for personal and professional improvement

Prepares you for a career(s) in:
- High School, Collegiate, Professional, or Private Strength and Conditioning
- Personal and Small Group Exercise Training
- Human Performance Testing and Training
- Other Fitness Positions
Fellowship Position Description

Position:
Strength Coach: Fitchburg State University Athletics/Strength and Conditioning

Program:
Exercise & Sports Science

Company / Institution:
Fitchburg State University Athletics/Strength and Conditioning

Site Supervisor:
Jim McGuire, Head Strength Coach

Fellowship Position & Organization Background:
Strength and Conditioning Coaching Fellowship: Each successful candidate will be assigned 2-3 varsity athletic teams to design and implement year-round strength and conditioning programs. Each candidate will also be responsible for communication and scheduling with the assigned sport Head Coach. There will be direct mentoring from the Director and Assistant S&C coach via daily and weekly staff meetings and performance reviews that will cover an extensive education curriculum and professional development activities. The expected outcome of this assignment is that each candidate gain the necessary competencies and become prepared to excel as a successful Strength and Conditioning coach.

Responsibilities include:

Hours per week: 15

It will be the responsibility of each successful candidate to create a comprehensive physical preparation program for multiple varsity sport teams, attend all staff meetings, complete educational requirements, and participate in professional development activities. Schedules will be individualized based on class schedules and coaching assignments.

Fellowship Pre-Requisites / Qualifications:

- Experience within the field of Strength and Conditioning or related areas
- A nationally recognized strength and conditioning certification (CSCS, CSCCa)
- CPR / First Aid certification
- Strong work ethic and desire for personal and professional improvement

Prepares you for a career(s) in:
- High School, Collegiate, Professional, or Private Strength and Conditioning
- Personal and Small Group Exercise Training
- Human Performance Testing and Training
- Other Fitness Positions
Fellowship Position Description

**Position:**
Strength & Conditioning Coach Fellowship: Southern New Hampshire University Strength and Conditioning

**Program**
Exercise and Sports Science (ESS)

**Company/Institution**
Southern New Hampshire University Strength and Conditioning

**Location**
2500 n. river road
Manchester, NH 03106

**Site Supervisor**
Sean Ferguson; Head Strength Coach

**Fellowship Position and Hours per week: 15**

Assist with designing, implementing and managing the sport-specific strength and conditioning programs for all 20 varsity sports at SNHU. Potential to assist Head Strength Coach in providing nutritional plans for more than 350 student-athletes. Additional responsibilities include managing the department's Strength and Conditioning Center.

**Fellowship Requirements/Qualifications**
- Prior strength and conditioning internship (preferred)
- Desire to learn and deliver techniques in the field
- Earned or intend on obtaining recognized strength and conditioning certification (CSCS, CSCCa)

**Prepares you for:**
Strength and Conditioning Coach
Group Exercise / Personal Trainer
Fellowship Position Description

Position:
Strength and Conditioning Coach: Phillips Exeter

Program
Exercise & Sport Science

Site
Phillips Exeter Academy Athletics/Strength & Conditioning

Site Supervisor
Shaun Fishel, Head Strength & Conditioning Coach

Fellowship Position
Phillips Exeter Academy is a coeducational independent boarding school for boarding and day students in grades 9 through 12, and offers a postgraduate program. Located in Exeter NH, it is one of the oldest secondary schools in the United States. Phillips Exeter Academy Athletic program boasts 63 interscholastic athletic teams. Each successful candidate will be assigned 2-3 Varsity/Junior Varsity High School athletic teams to design and implement in-season strength and conditioning programs. Each candidate will also be responsible for communicating and scheduling with the assigned sport Head Coach. There will be direct mentoring from the Head and Assistant Strength & Conditioning Coach via daily and weekly staff meetings and performance reviews that will cover an education curriculum and professional development activities. The expected outcome of this assignment is that each candidate gain the necessary competencies and become prepared to excel as a successful Strength and Conditioning coach.

Responsibilities include

Hours per week: 15-20
It will be the responsibility of each successful candidate to create a comprehensive physical preparation program for multiple varsity/junior varsity sport teams, attend all staff meetings, complete educational requirements, and participate in professional development activities. Schedules will be individualized based on class schedules and coaching assignments.

Fellowship requirement/qualifications
● Experience within the field of Strength and Conditioning or related areas
● A nationally recognized strength and conditioning certification (CSCS, CSCCa)
● CPR/First Aid certification
● Strong work ethic and desire for personal and professional improvement

Prepares you for
● High School, Collegiate, Professional, or Private Strength and Conditioning
● Personal and Small Group Exercise Training
● Human Performance Testing and Training
Position:
Strength Coach Fellowship at Mike Boyle's Strength and Conditioning

Program
Exercise and Sports Science (ESS)

Company/Institution
Mike Boyle Strength and Conditioning
http://www.bodybyboyle.com

Location
29 Draper Street
Woburn, MA 01801

Site Supervisor
Vinny Talluto, CFSC, PN; Co-Director of Internships

Fellowship Position

Hours per week: 15

The fellow will have many daily responsibilities that aid in the success of the gym. The responsibilities include: aiding in coaching groups containing various amount of athletes from the youth to professional level, attending multiple staff meetings a week that aid in continuing education, learning and implementing the MBSC strength training system, and daily gym maintenance. By the end of the fellowship, the student will have increased their knowledge in resistance training programming, exercise technique, biomechanics, and overall strength and conditioning. This fellowship is a great opportunity for any student wishing to pursue a career in exercise science or strength and conditioning.

Fellowship Requirements/Qualifications
● BS in Exercise Science
● Prior strength and conditioning internship (preferred)
● Desire to support the mission of MBSC

Prepares you for:
Strength and Conditioning Coach
Group Exercise and Personal Trainer
Fellowship Position Description

Position:
Athletic Evolution Strength & Conditioning Fellowship

Program:
Exercise & Sports Science

Company / Institution:
Athletic Evolution

Site Supervisor:
Kaitlyn Roux, CSCS

Fellowship Position & Organization Background:
Athletic Evolution is a 15,000 sqft facility with a specialty in athletic performance for youth, middle school, high school, college, NFL combine candidates, and professional athletes. AE is also home to AE Physical Therapy with three head Physical Therapists and one Physical Therapy Assistant, working with youth, adult, and athletic populations. AE hosts two major programs throughout the year including our Custom Performance Training Program and Team Training. Our CPT program is our individualized training for all athletes based on an evaluation process. Our Team Training program provides a group atmosphere with a set program based on sport and age with teams in the Woburn area.

Responsibilities include:

Hours per week: (15)
Ability to work a flexible schedule, including evenings, weekends, and holidays. Supervisor will devise a regular schedule with you in accordance to class schedule

Fellows will work with all programs based on comprehension of the programs after fulfilling a weeklong training. During this training, fellows will learn our exercises, progressions, regressions, modifications, coaching cues, and how to demonstrate these exercises. They will also learn the facility's protocols and daily operations. Once this week has been completed, fellows will coach, interact, evaluate, and program for teams and CPT athletes according to the speed of comprehension, as well as background knowledge of these facets. Fellows are also assigned to assist head coaches in NFL combine training starting in the winter.

During the fellowship, continuing education assignments and weekly meetings/discussions will take place to better facilitate given information at AE, as well as current information in the field of strength and conditioning, professional advancement, and personal development. Site visits, mock interviews, and updating resumes and cover letters will occur during the Spring Semester. Graduate Fellows are considered coaches and are encouraged to get as much hands-on experience as possible. We want all fellows to feel comfortable and ready to graduate with the ability to coach in any field of interest in athletic performance/ strength and conditioning.

Fellowship Prerequisites / Qualifications:
Previous experience (internship or work experience) in strength & conditioning preferred, Anticipated CSCS certification either before or during fellowship experience, passion for the field, and motivation to learn

Prepares you for a career(s) in:
Professional Level Strength & Conditioning, Collegiate and High School Strength & Conditioning, Private Sector Strength & Conditioning
Fellowship Position Description

**Position:**
Compete Strength & Conditioning: Graduate Fellowship Strength Coach

**Program:**
Exercise & Sports Science

**Site:**
Compete Strength & Conditioning
https://competesc.com

**Name of Supervisor:**
Joe Drain

**Position description:**

**Hours per week: 15-20**

The CompeteSC Fellowship-Development Program provides a 360 degree overview into the world of sports performance coaching inside the private training industry while working hands-on with hundreds of athletes per week. There are three main components to the curriculum:

1. Training & Coaching - The technical & tactical side of athlete development
2. Client Management- Tracking Development & Managing Relationships

**Position responsibilities:**
- Assist in the training of youth, high school, college athletes and the general fitness population
- Exercise Guidance, Spotting, Form Correction, etc
- Assist in Client Management
- Program Design
- Strength Card Management
- Breakdown and set up of equipment before, after, and during training sessions
- General Facility Maintenance
- Fellows will be asked to attend at least 1 staff meeting & 1 in-service presentation per week. Staff meetings will cover Training, Coaching, & Business operations as it relates to our seasonal training.
- In-Service presentations will be predicated upon the following themes. Please note that weekly presentations are subject to change.
  - Phase 1: Introduction (To be completed BEFORE the program starts)
  - Phase 2: The Basics (Start of the Fellowship)
  - Phase 3: Coaching Development
  - Phase 4: Professional Development

**Position Requirements**
Passion for working with athletes and in the field of strength & conditioning, motivated to learn, and interest in completing CSCS or other certification exam

**Prepares you for**
All levels of Strength & Conditioning
Fellowship Position Description

Position:
Dynamic Strength & Conditioning Fellowship

Program:
Exercise & Sports Science

Company / Institution:
Dynamic Strength & Conditioning
Nashua, New Hampshire

Site Supervisor:
Matt Skeffington

Fellowship Position & Organization Background:
Dynamic Strength & Conditioning was recently voted New Hampshires #1 Gym and provides an opportunity for individuals of abilities and interests to train. A Fellowship at Dynamic will begin with an opportunity to assist one of our current senior coaches with the potential to then work directly with your own group of clients.

Responsibilities include:
With an average coach to client ratio of 1:8, you will have the opportunity to train in a safe, effective training environment and develop a camaraderie within the group that helps motivate and push you to higher levels in a non-intimidating, supportive atmosphere.

Hours per week: (15)
Ability to work a flexible schedule, including evenings, weekends, and holidays. Supervisor will devise a regular schedule with you in accordance to class schedule

Fellowship Prerequisites / Qualifications:
Previous experience (internship or work experience) in strength & conditioning preferred, Anticipated CSCS certification either before or during fellowship experience, passion for the field, and motivation to learn

Prepares you for a career(s) in:
Professional Level Strength & Conditioning, Collegiate and High School Strength & Conditioning, Private Sector Strength & Conditioning
Fellowship Position Description

Position:
The Movement Strength & Conditioning Fellowship

Program:
Exercise & Sports Science

Company / Institution:
The Movement Strength & Conditioning
Nashua, New Hampshire

https://www.movementsc.com

Site Supervisor:
Gordon Pan, ATC, CSCS

Fellowship Position & Organization Background:
The Movement Strength & Conditioning Inc. specializes in strength & conditioning training, personal training, and speed training for adult and youth athletes in the Merrimack Valley. We use a result-driven approach to increase your strength and conditioning to help you achieve your goals. As the only Strength & Conditioning Gym owned and operated by Certified and Licensed Athletic Trainers in the Merrimack Valley, Gordon Pan and Mike Thompson, we pride ourselves on bringing over 10 years of combined experience to our clients. By combining experience, time, and focus our clients achieve peak physical performance. The Movement Strength & Conditioning Gym is a gym for athletes, designed by athletes. And we believe that everyone can be an athlete. The first step in improving your athletic speed, strength and agility is an evaluation. We show you where you stand today so you can be your best tomorrow.

Responsibilities include:
You will have the opportunity to train in a safe, effective training environment and develop a camaraderie within the group that helps motivate and push you to higher levels in a non-intimidating, supportive atmosphere.

Hours per week: (15)
Ability to work a flexible schedule, including evenings, weekends, and holidays. Supervisor will devise a regular schedule with you in accordance to class schedule

Fellowship Prerequisites / Qualifications:
Previous experience (internship or work experience) in strength & conditioning preferred, Anticipated CSCS certification either before or during fellowship experience, passion for the field, and motivation to learn

Prepares you for a career(s) in:
Professional Level Strength & Conditioning, Collegiate and High School Strength & Conditioning, Private Sector Strength & Conditioning
Fellowship Position Description

Program:
MVYMCA Active Living Center Exercise Physiologist

Program:
Health and Wellness Management / Community Health Education / Exercise Sports Science

Company / Institution:
Merrimack Valley YMCA; Andover / No Andover Branch
Active Living Center

Site Supervisor:
Joe Caruso - Coordinator Active Living Center
jcaruso@mvymca.org 978-685-3541 x 113

Fellowship Position & Organization Background:
The Active Living Center at the Andover/N. Andover YMCA is a one-of-a-kind resource when it comes to promoting health and wellness for older adults. Provided through a generous donation from the Wood Family Trust, with programs made possible through the generous support of the Andover Home for Aged People, the center consists of trained staff, state-of-the-art equipment, and specialized services to ensure older adults have access to the very best resources to promote a healthy lifestyle.

Responsibilities include:

Hours per week: 15

GET TO KNOW THE MEMBERS
- Introduce yourself
- Use first names
- Talk about their leisure activities, hobbies, and/or interests then try to relate common experiences among the members.
- Greet every member while they are in the Active Living Center.

BE ACCESSIBLE
- Members must feel they can approach you at all times. The best way to accomplish this is to be available on the floor and interact with all members.
- Handle all situations and answer all questions immediately.

BE ENTHUSIASTIC
- Let the members know you are eager to offer them help or assistance.
- Give the members a warm feeling and let them know you are happy to see them.

ASSIST MEMBERS WITH EQUIPMENT
- Make suggestions when correcting member’s utilization of equipment.
- Demonstrate to members the proper technique for exercising on equipment.

MAINTENANCE
- Improve the appearance of the facility and equipment.
- Clean the facility while doing “floorwork”.
- Perform your assigned cleaning daily and keep equipment in proper working order.

Fellowship Pre-Requisites / Qualifications:
Completed a degree in: Health Education/Promotion; Fitness; Nutrition; Exercise Science;
Athletic Training; Physical Education; Sports Management.
- Current CPR Certification (First Aid and AED a plus).
- Assist with the daily operations and procedures of the Active Living Center.
- Learn customer service skills
- Demonstrate skills of organization and administration.
- Prepare a list of objectives to be accomplished while at the Fitness Center.
- Administer fitness evaluations including: reviewing the health history, discussing goals; and fitness assessments.
- Instruct /assist group exercise classes for all fitness levels.
- Administer exercise programs (cardiovascular, strength, and flexibility) for healthy/special populations and demonstrate proper technique and safety
- Assist with the preparation and administration of wellness programs/promotions, incentive programs including; creating, advertising, promoting, and evaluating.
- Design the bulletin board and post information with creativity during the fellowship.

Prepares you for a career(s) in:
- Exercise Physiologist
- Health and Wellness Management or Corporate Wellness
- Community Health Education
Position:  
*Neuro-Fit: Assisted Exercise Program* Fellow for Individuals with Brain Injury and other Neurologic Disorders

Program:  
Exercise Sports Science / Community Health Education / Health & Wellness Management

Company / Institution:  
Supportive Living, Inc. at Andover YMCA

Site Supervisor:  
Kara Lavertu, MS, CGFI; Neuro Wellness Manager

Fellowship Position & Organization Background:  
Under the direction of the Wellness Center program director, a graduate fellow of SLI’s *Neuro-Fit* program at the Andover YMCA will actively participate in administering an intensive physical fitness program for survivors of acquired brain injury. Fellows will be hands-on, working with participants of the program, demonstrating and administering exercises from their routines.

Supportive Living, Inc. raises the quality of life for survivors of brain injury by providing and coordinating specialized brain injury residential programs, long-term wellness programs and education for rehabilitation best practices. We are a non-profit organization and have been improving the quality of life for brain injury survivors for the past 28 years. From our grass-root beginnings focused on developing a home-like residential program for survivors of brain injury, we have expanded the breadth and depth of our services to include four residential facilities, active physical and functional fitness programs, cognitive and social engagement programs and applied research into the best approaches to improving the lives of brain injury survivors.

Responsibilities include:  
Working 1-on-1 with brain injury survivors, administering exercises to participants in order to help achieve them achieve their fitness and personal goals, recording organized data, assisting in taking physiological and functional measurements for intake and ongoing evaluation of participants, and monitoring participant progress throughout the program and report this progress back to the NWP manager when appropriate.

Hours per week:  15 - Days/Times TBD

Fellowship Prerequisites / Qualifications:  
1. Students should be in a related health field of study which include, but not limited to: exercise physiology, neuroscience, kinesiology, physical therapy, occupational therapy, health studies, etc.
2. Graduate students looking to gain a deeper, in depth understanding of working with individuals living with and recovering from brain injury.
3. Should be comfortable in an exercise/gym setting; prior experience in a fitness setting or as a student athlete is preferred.
4. Able to work both independently and as part of a team while effectively following the training guidelines established by the Program Director.
5. Able to assist in monitoring participant outcomes by recording health data that will be applied to improving the Center’s brain injury rehabilitation program

Prepares you for a career(s) in:  
Rehabilitation services (physical therapy/occupational therapy), personal training, adaptive sports
Position: Team Verge Inclusive Athletics Program Assistant

Program:
Health & Wellness Management / Community Health Education / Exercise Sports Science

Company / Institution:
Team Verge Inclusive Athletics

Site Supervisor:
Amanda Russell

Fellowship Position & Organization Background:
Verge Inclusive Athletics, Inc. is a 501(c)3 nonprofit, inclusive running club for youth and adults of all abilities, with and without special needs, dedicated to improving the health and lives of its participants by helping them to expand their limits in a fun, safe, team environment with the individual support and challenge they need for success and athletic, social, and personal growth. Expanding limits is the core of Team Verge's goal. We strive to help members bust Barriers, cross Thresholds, and make physical, social, and mental Connections so that they are always growing...always on the verge of the next level. Run club members train in groups and one to one at their ability level under the direction and guidance of volunteer experienced coaches, and are paired with volunteer peer coaches/run buddies as needed. Families participate as well. Our supplemental development programs address the needs of many of our runners to help them advance their fitness by either improving on functional abilities, or taking their running to the next level. A Fellowship with Verge Inclusive Athletics will provide an opportunity for students to work hands on the development and implementation of the program. Furthermore, students will have the ability to develop new methods of collecting and organizing data to evaluate various aspects of the program.

Responsibilities include:
- **Hours Per Week:** 15
- Participation in regular team meetings
- Constructing meeting minutes and devising tasks to delegate and accomplish
- Creating new methods and tools for program evaluation
- Assist with the recruiting aspects of new partnerships and on-boarding the program to new members
- Organize and prepare for upcoming events including marketing items, sign up sheets etc.
- Attend Verge Inclusive Athletics Events

Pre-Requisites / Qualifications:
- Enthusiasm for working with people with special needs to help them grow. Previous experience is not required, but the person should be able to work with an open mind and adapt, have patience, and act with care.
- An understanding of fitness physiology and anatomy. An interest in / experience in running is a plus.
- Ability to make decisions, manage and delegate on the fly.
- A vehicle or means to get to Lexington HS (Sunday mornings Jan-March) and Melmark NE in Andover.

Prepares you for a career(s) in:
- Health & Wellness Management
- Non-Profit Management
- Health & Wellness Entrepreneurship
Position: Physical Therapy Transitional Membership Program Coordinator

Program:
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company / Institution:
Cedardale Health + Fitness

Site Supervisor:
Lori Guile- Senior Manager/ Program Director
Kelli Mokeler- Fitness Director

Fellowship Position & Organization Background:

Physical Therapy Transitional Membership Program Coordinator: Transitional Fitness Membership (60 for 60): For individuals who have been released from physical therapy within the last 30 days. This membership assists patients in bridging the gap between physical therapy and physical fitness. In addition to a tailored program and expert guidance from a certified fitness professional, members have two months to enjoy Cedardale’s facilities, programs and amenities. Implements and supports aspects of (60 for 60) transitional membership program with Northeast Rehab. Facilitates weekly support groups, tracks mandatory visits to Cedardale, initiates communication with participants. Evaluates and tracks program success and makes recommendations for improvement. Makes recommendations for overall retention strategy.

Responsibilities include:

Hours per week: 15

- Coordinates the daily operations for the physical therapy transitional membership program (60 for 60)
  a. Schedules and conducts initial and final evaluations of participants in the 60 for 60 program. b. Conducts 60 for 60 Group classes or coordinates appropriate instructors to teach scheduled sessions c. Serves as the communication liaison between 60 for 60 class instructors, Fitness Director and participants regarding progress and medical changes that affect the participants exercise regimen d. Serves as the primary resource for response to inquiries and referrals into the 60 for 60 Program
- Collaborates with Programming Director to identify gaps in programming and implement new and innovative solutions
- Creates budget for all events. Monitoring the actual financial performance of key revenue and expense areas to help ensure achievement of the business plan and financial targets of the medical wellness programs.
- Supports marketing and communication efforts to promote offerings and programs
- Tracks program data and analyzes clinical and financial value of programs and services
- Develops and participates in strategic initiatives based on business needs
- Delivers fitness/wellness component of program if appropriate and/or qualified to deliver

Fellowship Pre-Requisites / Qualifications:

- Bachelor's degree in exercise science, fitness, health, or kinesiology
● Computer Literate and basic Microsoft Office experience
● Strong communication skills
● Collaborative Mentality
● Highly motivated
● Detail-oriented and organized
● Ability to multi-task and work within a team environment
● Ability to adopt Cedardale’s code of professionalism & quality and member service standards
● Demonstrates excellent interpersonal skills by networking in the business community and interacting with members in a customer-friendly way; greeting members by making eye contact and smiling and making an effort to learn first names

Certifications
● CPR/AED
● First Aid

Prepares you for a career(s) in:
● Community Health Education
● Fitness Management
Fellowship Position Description

Position: Member Engagement and Retention Coordinator

Program:
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company / Institution:
Cedardale Health + Fitness

Site Supervisor:
Lori Guile- Senior Manager/ Program Director

Fellowship Position & Organization Background:

Member Engagement and Retention Coordinator: The Member Engagement and Retention Coordinator will be responsible for working with the Program Coordinator to implement programs to improve member engagement in the club. Working with our club management software program and CRM tool to track and connect with new members to keep them engaged in the club. Analyze data to determine value of retention programs.

Responsibilities include:

Hours per week: 15

- Plans and executes events/programs for Cedardale’s new members including but not limited to Hoist Circuit Weightlifting Orientations, Walking Programs and New Member 30 day Passport.
- Identifies creative and innovative ways to create healthy habits for new members during the first 90 days at Cedardale and then continue these habits to adopt a lifestyle of health and wellness.
- Generates ideas to communicate internal brand essence of “committed to your well-being”
- Creates budget for all events
- Collaborates with Programming Director to identify gaps in programming and implement new and innovative solutions
- Supports marketing and communication efforts to promote offerings and programs
- Tracks program data and analyzes clinical and financial value of programs and services
- Develops and participates in strategic initiatives based on business needs
- Delivers fitness/wellness component of program if appropriate and/or qualified to deliver

Fellowship Pre-Requisites / Qualifications:

- Background in individual or population health related field
- Computer Literate and basic Microsoft Office experience
- Strong communication skills
- Collaborative Mentality
- Highly motivated
- Detail-oriented and organized
- Ability to multi-task and work within a team environment
- Ability to adopt Cedardale’s code of professionalism & quality and member service standards
- Demonstrates excellent interpersonal skills by networking in the business community and interacting with members in a customer-friendly way; greeting members by making eye contact and smiling and making an effort to learn first names

**Certifications**
- CPR/AED
- First Aid

**Prepares you for a career(s) in:**
- Community Health Education
- Fitness Management
Position: 
Food Recovery Network Project Manager

Program: 
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company / Institution: 
The Food Recovery Network 
https://www.foodrecoverynetwork.org/

Site Supervisor: 
Dr. Eleanor Shonkoff, Lecturer School of Health Sciences

Fellowship Position & Organization Background: 
The Food Recovery Network (Formerly known as Campus Kitchens Project) is a national program seeking to recapture food waste, transform it, and deliver it to those in need, all while focusing on addressing the root causes of food insecurity. FRN is a student-led program that focuses on recapturing food from campus dining halls, restaurants, grocery stores, or farmer’s markets to create meals for those in need. At Merrimack, students have the opportunity to volunteer or to participate in a service-learning experience through coursework in the School of Health Sciences. FRN offers educational and research opportunities for students, connecting to Directed Study projects and graduate Fellowships.

Responsibilities include:

Hours per week: 15

The Food Recovery Network Project Manager is responsible for:

- Coordinate and co-supervise students and volunteers
- Organize cooking, serving shifts
- Serve meals at Cor Unum in Lawrence, MA and other established locations in the local area
- Track donations, pounds of food saved, and number of meals served
- Attending weekly planning meetings
- Solicit donations from nearby food service establishments

The student intern will also obtain a ServSafe Manager Certification, complete any additional training required by The Food Recovery Network, and if possible, attend annual conferences/meetings hosted by the organization.

Fellowship Pre-Requisites / Qualifications:
Very interested in learning about implementing nutrition programs into the community. The ideal candidate would have a strong course record in the nutritional sciences and is someone who is interested in addressing food insecurity and passionate about helping others. Interested students will be required to interview with the primary adviser of the project, with input provided by other members of the executive committee. Proficiency in Spanish is a plus.

Prepares you for a career(s) in:

- Nutrition Research
- Community Health Education
- Public Health / Epidemiology
Position:
Graduate Teaching Fellow for: Social Determinants of Health through Community Engagement.

Program:
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company / Institution:
Merrimack College; School of Health Sciences

Site Supervisor:
Dr. Traci Alberti

Fellowship Position & Responsibilities:

Hours per week: 15

This teaching fellowship will provide extensive field experience in social determinants of health within a local urban community. The fellow will support the faculty member with the development and implementation of a new service learning and community engagement course for undergraduate Health Science students. The fellow will be a leader and participant in the Merrimack Valley Area Health Education Center (MV AHEC) Scholars Program, which addresses the concern of health disparities in the Commonwealth, with an educational focus on inter-professional education, social determinants of health, cultural competency and current public health trends. The fellow will assist in all aspects of community partner communication, negotiation and student oversight in the field. The fellow will also help lead seminar discussion groups and assist in the development and evaluation of student learning modules.

Fellowship Pre-Requisites / Qualifications:
Preferred Candidates will be:

- Organized, adaptable and an engaged learner.
- Prior coursework in public health a plus, but not required.

Prepares you for a career(s) in:

- Health Science Research
- Community Public Health / Epidemiology
- Teaching in Higher Education
Fellowship Position Description

Position:
Windrush Farms Program Evaluation and Data Manager

Program:
Health & Wellness Management / Community Health Education

Company / Institution:
Windrush Farms,
479 Lacy Street, North Andover MA 01845
https://www.windrushfarm.org

Site Supervisor:
Janet Nittman, CEO

Fellowship Position & Organization Background:
Founded in 1964, Windrush Farm is one of the oldest therapeutic riding centers in the United States. Windrush offers riding classes and equine-assisted activities. These activities improve balance, core strength, coordination and confidence. Windrush has been designated a premier center by the Professional Association of Therapeutic Horsemanship (PATH). The riding center has both indoor and outdoor arenas, a sensory garden, and miles of well-maintained trails to explore. Classes are taught by professional, caring instructors on carefully selected and well-trained horses.

Responsibilities include:

Hours per week: 15

- Plan and execute a preliminary analysis of existing program evaluation data
- Review and organize existing data into a new systematic format
- Review and familiarize yourself with existing programs at Windrush Farms
- Conduct a systematic review of existing literature pertaining to program evaluations in a similar field
- Devise new program evaluation modalities and implement at Windrush Farms
- Gather program evaluation data and create reports
- Assist with programs and additional tasks when needed

Fellowship Pre-Requisites / Qualifications:
- Background in individual or population health related field
- Computer Literate and basic Microsoft Office experience
- Intermediate to strong background in microsoft excel (additional statistical software experience preferred but not required)
- Strong communication skills
- Attention to detail
- Collaborative Mentality
- Ability to be a self-motivator and to think “out-of-the-box”

Prepares you for a career(s) in:
- Data Analytics
- Community Health Education
- Non-profit Management
Fellowship Position Description

**Position:**
Professional Training Fellow: Beyond Soccer

**Program**
Community Health Education (CHE)/Health and Wellness Management (HWM)/Exercise and Sport Science (ESS)

**Company/Institution**
Beyond Soccer

**Location**
280 Merrimack Street, Suite 309, Lawrence, MA 01843

**Site Supervisor**
Johnny Noel, Operations Manager

**Fellowship Position**

**Hours: 15**

The Health Science fellow(s) will assist with the design/development, implementation, data tracking and measurement of Beyond Soccer’s during and after-school sport, fitness, and health programs. The fellow will work with existing community partners, including Lawrence Public Schools and Active Science partnerships, to strengthen and grow program impact and reach.

**Responsibilities include**
- Implement and lead school-day enrichment programming (Sport, Fitness, Nutrition & Teambuilding Programs), and support school day staff in the public schools;
- Coordinate and schedule school-day programs with staff and partners;
- Assist Program Director with staff training and curriculum development;
- Collaborate with local colleagues and partner organizations to implement new or existing programs;
- Report and track school-day program participants, including progress and challenges;
- Assist Program Director in coordinating, developing, and implementing after school programs, including futsal & fitness, Active Science, cooking and nutrition education courses, travel soccer trainings and games, plus other sports, t/b/d;
- Participate in community health meetings and events, like the Mayor’s Health Task Force, that promote health equity through multi-sector collaboration.

**Fellowship Requirements/Qualifications**
- Interns are required to get CORI certified as well as CPR certified.
- Working knowledge of MS Office software
- Demonstrates a positive and personable demeanor
- Familiarity with social media platforms, trends, etc.
- Detail oriented; ability to multi-task and work within a team environment
- Ability to work individually, or as part of a group while maintaining what’s best for the team
- Spanish speaking is a plus

**Prepares you for:**
- Community health worker/health educator,
- Public Health Advocate,
- Athletic trainer/sports performance coach,
- Fitness instructor/personal trainer
- Nutrition counselor
Fellowship Position Description

Position:
North Andover Health Department Fellowship

Program
Health and Wellness Management (HWM) / Community Health Education (CHE)

Company/Institution
North Andover Health Department (https://www.northandoverma.gov/health)

Location
120 Main Street
North Andover, MA 01845

Site Supervisor
Brian LaGrasse, Health Director

Organization Background:
The Health Department is responsible for the enforcement of the State Sanitary and Environmental Codes, the reporting and control of diseases dangerous to the public health, and the enforcement of other applicable state and local laws and regulations created to protect the health of all citizens. The Fellow will work with the Health Director to accomplish all of the aforementioned responsibilities.

Position and Responsibilities

Hours per week: 15

Responsibilities include
The position will work with the Health Director to develop and implement a Work Plan to address community health needs in the Town of North Andover.

Fellowship Requirements/Qualifications

- The successful student will be able to perform the required work without constant direction (be motivated).
- Basic knowledge of public health systems is helpful, but not required.
- Critical thinking and computer skills will be necessary.
- Applicant must supply their own transportation and computer. The Town will provide internet access.

Prepares you for:
Health Systems Analyst; Health Administrator; Health Educator; Governmental Agencies - All Levels.
Fellowship Position Description

Position:
Andover Health Department

Program:
Community Health Education / Health & Wellness Management

Company / Institution:
Andover Health Department   (http://andoverma.gov/162/Health)
Health Division, 36 Bartlet Street, Andover, MA 01810

Site Supervisor:
Thomas Carbone, Director of Public Health

Fellowship Position & Organization Background:
The position will work with the Assistant Health Director to develop and implement a Work Plan to address community health needs in the Town of Andover. This work will build on the work completed by earlier Fellows, who developed and completed a community health needs assessment. The position will be assigned a series of tasks that will assist the Health Division in moving toward Public Health Accreditation (PHAB) accreditation.

Responsibilities include:

Hours per week: (15)

Task 1: Review the results of the 2019 survey and subsequent reviews.
Task 2: Provide a written analysis of the survey results, identifying services desired by the community.
Task 3: Determine which services identified in Task 2 are being delivered already, and identify any program enhancements possible.
Task 4: Determine which services identified in Task 2 are delivered by entities other than the Town, and identify how they might be better leveraged for service.
Task 5: Determine which services identified in Task 2 are not currently delivered, and identify options for service delivery.

Fellowship Prerequisites / Qualifications:

- The successful student will be able to perform the required work without constant direction (be motivated).
- Basic knowledge of public health systems is helpful, but not required.
- Critical thinking and computer skills will be necessary.
- Applicant must supply their own transportation and computer. The Town will provide internet access.

Prepares you for a career(s) in:
Health Systems Analyst; Health Administrator; Health Educator; Governmental Agencies - All Levels.
Position:
Wellness Educator, Merrimack College

Program:
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company / Institution:
Merrimack College; Office of Wellness Education, Office 370, Sakowich Campus Center

Site Supervisor:
Preston Croteau, Assistant Dean of Students

Fellowship Position & Organization Background:
The Office of Wellness Education fosters the overall well-being of the Merrimack College community. We assist students in locating the proper resources to address any health and wellness concerns including substance abuse, sexual health choices, and managing stress. The Fellow for Prevention & Health Promotion works in conjunction with the Wellness Educator, the Fellow for Leadership & Wellness Education, and the Wellness Peer Educators to develop, implement, and evaluate health promotion programs and activities on these and other health/wellness topics.

Responsibilities include:
Training in health promotion and related topics provided as needed. Occasional evening/weekend hours are required to accommodate programming needs and will be counted toward regular weekly hours.

Hours per week: 15

Position Responsibilities:
- Coordinate meetings with Mack At Night group: an informal group of students interested in attending/planning Late Night Programs.
- Late Night Programming: Regular (2-3 per month) weekend late-night (9pm – 1am) substance-free programming both on and off campus. Facilitation of Late Night Programs is shared with Fellow for Leadership & Wellness Education.
- Independently develop and facilitate one health promotion event per month on a topic chosen in advance with the Wellness Educator.
- Implement health promotion program chosen in advance with the Wellness Educator.
- Work collaboratively with Wellness Education Team to implement two signature initiatives:
  - Wellness Week: The Fall signature initiative of Wellness Education which aims to educate students to prioritize their health and wellbeing in a holistic manner.
  - Love Your Body Week: The Spring signature initiative which aims to promote positive body image and raise awareness for eating disorders.
- Assist Fellow for Leadership & Wellness Education in sharing educational information and promoting programming and office initiatives on social media.

Strategic Planning & Assessment:
- Assist in the facilitation and data review of needs assessment, Healthy Minds, including a large-scale survey and targeted focus groups to identify wellness education needs on campus.
- Research best practices in health promotion including peer education and mental health awareness.
- Assist with collection and analyzing of program evaluation data for Wellness Education programs.
● Identify and collaborate with student groups, departments and/or faculty interested in cosponsoring various Wellness Education programs.
● Maintain a positive, team attitude and complete all duties and tasks as assigned in a timely manner.
● Other tasks related to Wellness Education as assigned by the Wellness Educator.

Additional Requirements/Qualifications:
● Enthusiasm for educating about wellness topics including healthy lifestyles, suicide, substance use, and mental health.
● Experience supervising or mentoring undergraduate student leaders.
● Demonstrated ability to plan events with educational outcomes.
● Outstanding communication and organizational skills.
● Demonstrated ability to work independently, follow-up on assignments and take initiative on new projects.
● Ability to maintain confidentiality and remain non-judgmental when addressing student problems and concerns.
● Experience with graphic design (preferred).

Fellowship Pre-Requisites / Qualifications:
● Ability to multi-task and prioritize appropriately
● Familiar with analyzing and presenting data from reports
● Must be comfortable on the phone and demonstrate good oral communication
● Must be familiar with Microsoft Office, Outlook, Excel, and PowerPoint
● GPA requirements: 3.0 and above
● Flexible, adaptive attitude and ability to problem solve
● Must be willing to provide a fresh perspective
● Professionalism and ability to work in a fast paced office required

Prepares you for a career(s) in:
Wellness Program Coordinator for educational institutions, corporate businesses, and non-profit organizations such as the YMCA; hospital administration and more.
Fellowship Position Description

Position:
Graduate Fellow for CARE and Wellness

Program:
Community Health Education / Health & Wellness Management

Company / Institution:
Merrimack College; Office of Wellness Education, Office 370, Sakowich Campus Center

Site Supervisor:
Preston Croteau, Assistant Dean of Students

Fellowship Position & Organization Background:
The Office of Wellness Education fosters the overall well-being of the Merrimack College community. We assist students in locating the proper resources to address any health and wellness concerns including substance abuse, sexual health choices, and managing stress. The Fellow for Prevention & Health Promotion works in conjunction with the Wellness Educator, the Fellow for Leadership & Wellness Education, and the Wellness Peer Educators to develop, implement, and evaluate health promotion programs and activities on these and other health/wellness topics.

Responsibilities include:

Hours per week: 15

Position Responsibilities:
● Conduct outreach and triage of student cases.
● Plan, execute, and assess student programming on mental health and wellbeing, including occasionally offering programs in residential campus areas
● Assist in hosting trainings and workshops for faculty, staff, and students across campus on topics such as mindfulness, stress reduction, mental health, and wellness.
● Promote the use of CARE with key campus partners through education and training.
● Participate in the review of weekly CARE reports through the Advocate database.
● Assist in the overall case management of CARE reports.

Additional Requirements/Qualifications:
● Enthusiasm for educating college students about their own well-being (healthy habits, bystander intervention, substance use and abuse, mental health, etc.)
● Demonstrated ability to plan events with educational outcomes.
● Outstanding communication and organizational skills.
● Demonstrated ability to work independently, follow-up & take initiative on new projects.
● Ability to maintain confidentiality & remain non-judgmental when addressing student problems & concerns.

Fellowship Pre-Requisites / Qualifications:
● Ability to multi-task and prioritize appropriately
● Familiar with analyzing and presenting data from reports
● Must be comfortable on the phone and demonstrate good oral communication
● Must be familiar with Microsoft Office, Outlook, Excel, and PowerPoint
● Flexible, adaptive attitude and ability to problem solve
● Must be willing to provide a fresh perspective
● Professionalism and ability to work in a fast paced office required

Prepares you for a career(s) in:
Wellness Program Coordinator for educational institutions, corporate businesses, and non-profit organizations such as the YMCA; hospital administration and more.
Fellowship Position Description

**Position:**
Graduate Fellow for Wellness Education: Health & Wellness Management

**Program:**
Community Health Education / Health & Wellness Management

**Company / Institution:**
Merrimack College; Office of Wellness Education, Office 370, Sakowich Campus Center

**Site Supervisor:**
Preston Croteau, Assistant Dean of Students

**Fellowship Position & Organization Background:**
The Office of Wellness Education fosters the overall well-being of the Merrimack College community. We assist students in locating the proper resources to address any health and wellness concerns including substance abuse, sexual health choices, and managing stress. The Fellow for Prevention & Health Promotion works in conjunction with the Wellness Educator, the Fellow for Leadership & Wellness Education, and the Wellness Peer Educators to develop, implement, and evaluate health promotion programs and activities on these and other health/wellness topics.

**Responsibilities include:**

**Hours per week: 15**

The Office of Wellness Education fosters the overall well-being of the Merrimack College community. We assist students in locating the proper resources to address any health & wellness concerns including substance abuse, mental health & healthy habits. The Fellow for Wellness Education works with the Wellness Education team: the Wellness Educator and two other Graduate Fellows to develop, implement & evaluate health promotion programs & activities on these & other health/wellness topics.

*Training in health promotion & related topics provided as needed. Occasional evening/weekend hours are required to accommodate programming needs & will be counted toward regular weekly hours.*

**Position Responsibilities:**

- Develop, facilitate & evaluate consistent “Art & Relaxation Series”.
- Oversee the (RA) Program/Workshop Request form; communicate with team to assign events.
- Independently develop and facilitate one health promotion campaign on a topic chosen in advance with the Wellness Educator.
- Work collaboratively with Wellness Education Team to implement signature initiatives, including Wellness Week, Love Your Body Week, Fresh Check Day, and the Wellness Expo.
- Collaboratively share educational information and promoting programming and office initiatives on social media with the Wellness Education Fellows.
- Assist in Wellness Education’s presence at campus events, including Orientation, Move-In, Open Houses, and Admitted Student Days.
- Maintain a positive, team attitude and complete all duties and tasks as assigned in a timely manner.
- Other tasks related to Wellness Education as assigned by the Wellness Educator.

**Strategic Planning & Assessment:**
● Research best practices in health promotion including peer education & mental health awareness.
● Assist with collection & analyzing of program evaluation data for Wellness Education programs.
● Identify & collaborate with student groups, departments and/or faculty interested in cosponsoring various Wellness Education programs.

Additional Requirements/Qualifications:
● Enthusiasm for educating about well-being (healthy habits, suicide, substance use & mental health)
● Experience supervising or mentoring undergraduate student leaders.
● Demonstrated ability to plan events with educational outcomes.
● Outstanding communication and organizational skills.
● Demonstrated ability to work independently, follow-up & take initiative on new projects.
● Ability to maintain confidentiality & remain non-judgmental when addressing student issues.
● Experience with graphic design (preferred).
● Applicants should have a valid US driver’s license.

Fellowship Pre-Requisites / Qualifications:
● Ability to multi-task and prioritize appropriately
● Familiar with analyzing and presenting data from reports
● Must be comfortable on the phone and demonstrate good oral communication
● Must be familiar with Microsoft Office, Outlook, Excel, and PowerPoint
● Flexible, adaptive attitude and ability to problem solve
● Must be willing to provide a fresh perspective
● Professionalism and ability to work in a fast paced office required

Prepares you for a career(s) in:
Wellness Program Coordinator for educational institutions, corporate businesses, and non-profit organizations such as the YMCA; hospital administration and more.
Position:
Population Health Fellow, Lawrence General Hospital

Program:
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company / Institution:
Lawrence General Hospital, Population Health Department
www.lawrencegeneral.org

Site Supervisor:
Christina Wolf (Director, Population Health)

Fellowship Position & Organization Background:
The mission of the Lawrence General Hospital (LGH) Population Health Department is to oversee the hospital’s transformation from volume to value-based care, with the goal of achieving the Triple Aim: deliver better health outcomes for patients, better quality/experience of care, at a lower per-capita cost. LGH participates in value-based care models that required the hospital to take on financial risk for the health outcomes and total cost of care for specific populations (e.g. patients with heart failure or Medicaid patients). Engaging patients in their own care and in the pursuit of wellness is crucial to the success of these efforts, but is impacted by health literacy, commonly defined as “the degree to which an individual has the capacity to obtain, communicate, process, and understand basic health information and services to make appropriate health decisions.”

Under general supervision of the Director of Population Health, the Health Communication/Literacy Fellow or Intern will work with key stakeholders participating in accountable care and bundled payment models to assess gaps in health literacy, to develop, and test strategies and tools to improve health literacy in target patient populations. The Fellow will have an opportunity to gain experience working with vulnerable populations in value-based care models, and will develop marketable skills in health communication, assessing and building health literacy, and patient engagement.

Responsibilities include:

Hours per week: 15
- Familiarizes her/his self with LGH value-based care models and basic tenets of Population Health
- Research current health literacy assessment tools and presents to value-based care teams
- Identify health literacy gaps and learning needs of target populations
- Develop interventions to improve health literacy
- Manage implementation and evaluation of interventions
- Drafts health education materials or workshops appropriate for target populations
- Participates on committees/workgroups focused on patient engagement (Patient & Family Advisory Council, Patient Experience, etc.)

Fellowship Pre-Requisites / Qualifications:

Basic Requirements:
- Ability to work well within a team
- Attentive to detail & Ability to multi-task and complete tasks in a timely manner
- Excellent communication skills within the team and with patients/families
- Strong organizational skills
- Knowledge of Microsoft Word and Excel
- Self-driven with strong desire to improve the health of others

Preferred Qualifications:
• Experience in healthcare and working with the public a plus
• Bilingual (English/Spanish) or proficient in Spanish a plus

Prepares you for a career(s) in:

- Public health
- Population health
- Healthcare Administration
Fellowship Position Description

Position:
Wellesley College Office of Health Education Fellow

Program:
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company / Institution:
Wellesley College Health Service, Office of Health Education

Site Supervisor:
Nancy Baden, RN, Community Outreach Nurse Educator

Fellowship Position & Organization Background:
WellNESSst Education Graduate Fellow will provide support for all of the Health Education Office’s initiatives on sleep, nutrition, exercise, and resilience strategies. This fellowship offers experience in program development, delivery, and assessment; supervising and training of volunteer peer health educators, coordinating campus-wide Wellness Outreach Collaborative meetings and activities, conducting campus wide communications via social media and other media, and other tasks based on the needs of the Health Education Office and the interests and skills of the WellNESSst Education Graduate Fellow.

Training in college health best practices provided on an as needed basis. Occasional evening and/or weekend hours are required to accommodate programming needs (when not conflicting with academic commitments) and will be counted toward regular weekly hours. The Office of Health Education can reimburse the WellNESSst Education Graduate Fellow for miles traveled up to $200 per semester.

Responsibilities include:

Hours per week: 15

- Co-advise the Balance Health Educators (BHE) group with the Community Outreach Nurse Educator, including attending weekly meetings to provide administrative support, guidance, and assistance in program development and execution
- Coordinate monthly Wellness Outreach Collaborative meetings, including solicitation of agenda items, attendance reminders, taking and circulating meeting minutes and action items, and checking in on progress to develop reporting in for next meeting
- Assist in the planning of annual peer health education training session, co-facilitate training, and analyze post-training assessment data
- Coordinate the Take a Break programming during Reading Period and Final Exam period, including soliciting participants to offer programming that meets inclusion criteria; updating Take a Break website and promoting Take a Break programming; gathering and analysing program utilization data
- Participate in individual sleep consultations for students with chronic insomnia and educate in methods to achieve restorative sleep
- Updating the Health Education/ Health Service web pages and communicating to the student community via social media and other media as needed
- Taking and creating a bank of photos of Wellesley students engaged in wellness activities
- Research best practices in health promotion
- Maintain a positive, team attitude and complete all duties and tasks as assigned in a timely manner

Fellowship Pre-Requisites / Qualifications:
- Comfort and/or interest in teaching and talking about wellness topics including sleep, nutrition, exercise, and stress resilience
• Willingness to learn about the Wellesley College culture and its diverse student body
• Self directed and able to ask for direction when needed
• Strong communication and organizational skills
• Strong presentation and/or group facilitation skills
• Ability to maintain confidentiality and remain non-judgmental when addressing student problems and concerns
• Basic photography skills
• Proficiency with Microsoft Office suite and Google for Education platform
• Experience in Drupal web design platform preferred, but willing to train

**Prepares you for a career(s) in:**
• College health; women’s health; any position that requires coordination across departments and disciplines
• Public Health
• Community Health Education
Fellowship Position Description

**Position:**
Alliance of MA YMCAs Program Manager

**Program:**
Exercise & Sports Science / Health & Wellness Management / Community Health Education

**Company / Institution:**
Alliance of MA YMCAs
Boston, MA
http://maymca.com

**Site Supervisor:**
Kate-Marie Roycroft, Director of Public Policy

**Fellowship Position & Organization Background:**
The Alliance of Massachusetts YMCAs, Inc. exists to promote, support, and protect member YMCAs as premier not-for-profit charitable community service organizations in the Commonwealth of Massachusetts. The Alliance of Massachusetts YMCA’s, by influencing public policy and connection to evidenced based solutions, supports and advocates on behalf of its member Ys to share their collective impact with one voice to solve critical social issues in the areas of Youth Development, Healthy Living, and Social Responsibility. The fellow typically oversees one type of programmatic project for the year i.e. implementing a walkability grant, working on a statewide Evidence Based Health Initiatives grant or overseeing a healthy eating/physical activity training. They also help research public policy, attend meetings with elected officials and state department officials, and partner organizations.

**Responsibilities include:**

**Hours per week: 15**

**Responsibilities include:**
- Oversee one year long project
- Research public policy
- Take meeting minutes
- Oversee office communications strategy
- Administrative duties.

**Fellowship Pre-Requisites / Qualifications:**

**Required:**
- Bachelor’s degree.
- Basic understanding of state government.
- Professional demeanor
- Social media proficiency
- Detail oriented

**Prepares you for a career(s) in:**
- Communications Manager, Public Policy Associate, Manager of a Public Health or Public Policy
Fellowship Position Description

Position:
Tufts University, Student Wellness Advising Fellow

Program:
Student Wellness and Health Promotion/Student Wellness Advising

Company / Institution:
Tufts University, Boston Health Science Campus
Student Wellness Advising

Site Supervisor:
Sharon Snaggs Gendron, MSW, Student Wellness Advisor

Fellowship Position & Organization Background:

Student Wellness Advising, located within Student Advisory and Health Administration (SAHA) office, is a friendly and accessible hub of support for students on the Tufts University, Boston Health Science Campus. Student Wellness Advising is responsible for working with all students (School of Medicine, School of Dental Medicine, Sackler School of Biomedical Science, Friedman School of Nutrition Science and Public Health & Professional Degree Programs) seeking assistance as they transition to life in professional schools; as they transition to the new academic demands; as they address relationship challenges or as they are looking to be referred to a therapist or psychiatrist.

The Wellness Advisor works with all students to provide practical approaches to manage every day stressors and challenges. Students can learn to manage personal problems and situational crises effectively; learn strategies to cope with academic stress; and they can develop self-awareness, personal responsibility, and skills for life-long learning. The Wellness Advisor also triages and refers students who may need to talk with a clinician about depression, anxiety or other mental health challenges.

The Student Wellness Advising office will pay a small stipend of $300 per semester to the Graduate Fellow.

Responsibilities include:

Hours per week: 15

- Co-advise the Student Wellness Advisory Committee (SWAC) with the Wellness Advisor. This includes facilitating the bi-weekly meetings, including solicitation of agenda items, attendance reminders, taking and circulating meeting minutes and following up on action items and guidance/assistance in program development and execution
- Facilitate psychoeducational program focused on stress reduction through Student Wellness
- Create informational documents regarding trending topics such as burnout prevention, healthy sleep, time management and mindfulness
- Co-produce the weekly wellness newsletter
- Assist in the planning and execution of all of the wellness activities such as the monthly wellness gathering, monthly massages, pop-up-teas
- Participate in the development and assessment of campus wide (Boston Health Science Campus) student wellness initiatives
- Assist in the analysis of programmatic and survey data for assessment and program development
- Assist with the coordination of Wellness Week in the fall semester as well as Winter Recharge and Stress Less weeks during the spring term
- Other duties related to Wellness Advising as assigned by the Student Wellness Advisor

**Fellowship Pre-Requisites / Qualifications:**

- Self-directed and able to ask for direction when needed
- Comfort and/or interest in writing about wellness topics that can help students make healthy choices. Some topics may include sleep, nutrition, exercise, and stress resilience
- Strong communication and organizational skills
- Presentation and/or group facilitation skills
- Basic photography skills utilizing a smartphone
- Proficiency with Microsoft Office suite and Photoshop
- Strong computer and social media skills
- Strong interpersonal and communication skills
- Demonstrated ability to take initiative in program development

**Prepares you for a career(s) in:**

- Wellness Program Coordinator for educational institutions and health care
  - Positions that requires coordination across departments and disciplines
  - Positions that requires working with professional degree programs
  - Advising or student support position
  - Success Coaching

**Testimonial:**

Working as a Student Wellness Advising Intern at Tufts was a meaningful professional experience that helped me develop my skills as a student affairs educator. I had the opportunity to learn about the unique challenges that students face while pursuing professional degree programs, and strategies for providing proactive support. The Wellness Advisor, Snaggs, is an excellent supervisor who worked with me to develop a learning plan that allowed me to explore specific areas of interest within the wellness advising profession. I assisted in the creation of bi-weekly wellness newsletters that covered topics including self-care strategies, mindfulness, advice on combatting stress, anxiety, and depression, as well as information about finding balance and living a healthy lifestyle as a health science professional student. In addition, I advised the Student Wellness Advisory Committee (SWAC), a group made up of student representatives from each of the degree programs at the Tufts Health Science campus, whose mission and purpose focusses on promoting a culture of wellness amongst their peers. I also gained experience planning and facilitating Wellness gatherings such as pop-up teas, de-stress events such as Stress Less Week, and special events for students to socialize with peers from different degree program, visit with therapy dogs, and take a well-deserved break from the intensity of their academics. I recommend the Wellness Advising Internship for any student affairs professional seeking to develop their skills in wellness education, supporting students in professional degree programs, advising student groups, or any other helping functional area in higher education.

Anastasia (Tasia) Lima,
M.Ed. - Higher Education in Student Affairs, SSU ’18
Fellowship Position Description

Position:
Health Sciences Program Coordinator

Program:
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Company / Institution:
Merrimack College School of Health Sciences

Site Supervisor:
Jacquelyn MacDonald

Fellowship Position & Organization Background:
The School of Health Sciences (SHS) is currently growing at a rapid pace in both the undergraduate and graduate programs. The SHS currently offers seven undergraduate programs: Exercise Science, Health Science, Nutritional Sciences, Public Health, Rehabilitation Sciences, Nursing and Direct Entry MS Athletic Training, as well as five graduate programs: Athletic Training, Community Health Education, Exercise and Sport Science, Wellness Management, and Healthcare Analytics. The SHS seeks a graduate fellow with experience and interest in supporting the operations and growth of the School and individual programs within.

This Fellowship would be appropriate for both Health and Wellness Management students hoping to gain hands-on programming and operations experience in the general health sciences field, as well as Community Health Education students hoping to gain real-world experience working in higher education with a health and wellness focus.

The Program Coordinator will receive initial and ongoing training, and access to professional development opportunities. The School of Health Sciences faculty and staff work closely and collaboratively.

Responsibilities include:

Hours per week: 15

Position Responsibilities:
● Conducting needs assessments and program evaluations,
● Corporate and clinical relationship management,
● Managing operations of the undergraduate internship advising and application process.
● Helping to create and develop partnerships aligned with Health Sciences courses, including direct outreach and program development with potential sites
● Working with faculty and staff to create systems to support directed research and directed study,
● Cross campus collaboration to support program growth,
● Develop and plan events and workshops for both Merrimack College students and community/clinical partners as needed,
● Supporting initiatives out of the new Center for Academic and Career Advising in the SHS,
● Special projects.

Fellowship Prerequisites / Qualifications:
**Additional Requirements/Qualifications:**

- Excellent oral and written communication skills
- Strong attention to detail
- Excellent organizational and time management skills

**Prepares you for a career(s) in:** This position will help graduate fellows looking to advance their careers in management roles, such as health and wellness management, hospital administration, higher education, corporate wellness. There are multiple opportunities for students to expand their professional network in this role.
Position:
Suffolk Construction; Employee Health & Wellness Coordinator

Program:
Health & Wellness Management / Community Health Education / Exercise & Sports Science

Company / Institution:
Suffolk Construction, People and Culture Department

Site Supervisor:
Joseph Cappellano, Director of Health & Wellness

Fellowship Position & Organization Background:

Health & Wellness Program Coordinator: The Health & Wellness Program Coordinator will assist with the development, implementation and oversight of Suffolk's LIVESMART wellness culture. As a member of the People & Culture Team, they will collaborate on initiatives with all relevant departments including Learning & Development, Community & Employee Engagement, People Operations and Safety to ensure the well-being needs of the Suffolk community are supported in a holistic and systematic manner.

Responsibilities include:

Hours per week: 15
- Plan and execute wellness related events/programs and activities on a national level to both Suffolk corporate and operations teams such as; Preventative Services, Corporate Races, Suffolk ClassPass, and Company Challenges
- Assist with content development and curriculum design of wellness related educational programs and digital WELLshops
- Collaborate with industry partners to identify gaps in programming and implement new and innovative industry solutions
- Support marketing and communication efforts to promote offerings and programs Track program data and analyze clinical and financial value of programs and services
- Act as a key administrator for Suffolk's online wellness portal
- Develop and participate in strategic initiatives based on business needs

Fellowship Pre-Requisites / Qualifications:
- Candidate must possess Suffolk's Core Values: Passion, Integrity, Hard Work, Professionalism and Caring
- Background in individual or population health related field
- Computer Literate and basic Microsoft Office experience
- Strong communication skills
- Attention to detail
- Collaborative Mentality

Prepares you for a career(s) in:
- Corporate Wellness
- Community Health Education
- Fitness Management
Position: Spaulding Adaptive Sports Program Manager

Program: Health & Wellness Management / Community Health Education / Exercise and Sports Science

Company / Institution: Spaulding Hospital
Charlestown, MA

https://spauldingrehab.org/conditions-services/adaptive-sports

Site Supervisor: Ali Riley
Kathleen Salas

Fellowship Position & Organization Background:
Spaulding Adaptive Sports Centers is a branch of Spaulding Rehabilitation Hospital, one of the country’s leading non-profit health care providers. Spaulding Adaptive Sports Centers provides year round programming to individuals with physical and/or cognitive disabilities. For Spaulding patients, adaptive sports and recreation activities are incorporated into the rehabilitation program and continue when patients return to the community. Patients are encouraged to explore new activities as well as return to activities they enjoyed before their illness or injury. Participation in sports and recreation can speed the recovery process, and it shows patients that their disability doesn’t have to keep them from an active and enjoyable lifestyle.

Responsibilities include:

Hours per week: 15

SASC is proud to provide Fellowship opportunities to motivated graduate students who are interested in administrative careers related to adaptive sports or physical medicine and rehabilitation. Our Fellowship offers the opportunity to gain practical skills and knowledge within healthcare administration and coordination in: rehabilitation, recreational, and competitive level adaptive sports settings. As a Fellow, you can expect direct involvement in:

- Adaptive sports programming, planning and management,
- Equipment maintenance and inventory
- Program development and implementation
- Students will also gain frequent exposure to the field of recreation therapy, and some exposure to inpatient and outpatient physical therapy.

Programs are run five days a week May-October and consists of cycling, kayaking, canoeing, and tennis, and archery, with a transition to indoor sports for November-December including skiing and ice hockey Interns must be comfortable kayaking, swimming, and canoeing in open water, and cycling in busy environments, downhill snow skiing and potentially ice skating.

Fellows are expected to assist with all elements of program including:

- Implementation and management of programs
- Leading or assisting sessions
- Assisting with marketing events and in services in the community
● Equipment management
● Program reporting
● Administrative tasks
● Budget development and review
● Schedule coordination
● Participation recruitment and analysis

Fellowship Pre-Requisites / Qualifications:
● Required Certifications: CPR and First Aid
● Computer Literate and basic Microsoft Office experience
● Strong communication skills
● Attention to detail
● Collaborative Mentality
● Ability to be a self-motivator and to think “out-of-the-box”

Prepares you for a career(s) in:
● Healthcare Administration
● Community Health Education
● Non-profit Management
● Health & Wellness Management
Fellowship Position Description

Position:
Merrimack Valley YMCA Health & Wellness Program Manager

Program
Exercise and Sports Science / Health and Wellness Management / Community Health Education

Company/Institution
Merrimack Valley YMCA; North Andover / Andover Branch
https://www.mvymca.org

Location
165 Haverhill Street
Andover, MA 01810

Site Supervisor
Cara Green; Health and Wellness Director

Fellowship Position Summary:
The Graduate Fellow will provide support for all initiatives for the department they are assigned. This fellowship offers experience in fundraising, program development, delivery, and assessment; as well as supervising and training of volunteers, and community outreach.

Position Responsibilities:

Hours per week: 15

- Direct, implement, promote and supervise program activities to meet the needs of the community and fulfill YMCA healthy initiatives objectives.
- Provide support and guidance to directors, instructors, and staff to ensure the program achieves quality performance outcomes.
- Ability to develop exercise prescriptions for individuals of varying health status/functional ability (Active Living Center specific)
- Establish and maintain collaborative relationships surrounding communities and other referral networks to enhance awareness of programs and increase referrals.
- Respond to inquiries from the general public and members about programs.
- Support directors in implementing programs.
- Recruit, screen and register eligible participants into programs.
- Assist with retention and commitment of program participants.
- Compile program statistics. Regularly analyze data to ensure it meets quality performance standards.
- Develop and monitor program budget to meet fiscal objectives.
Monitor daily operations to adhere to all YMCA health and safety standards and policies.

**Fellowship Requirements/Qaulifications**
- Comfort and/or interest in teaching and talking about wellness and sports topics.
- Self-directed and able to ask for direction when needed
- Excellent communication skills, including the ability to communicate well with people from diverse backgrounds and cultures.
- Ability to build strong relationships, inspire confidence, and work effectively with a wide variety of stakeholders.
- Understands the YMCA Mission and purpose as a cause-driven movement.
- Strong presentation and/or group presentation skills.

**Prepares you for:**
Group Exercise / Personal Trainer, Health and Wellness Coordinator or Director, Fitness Management, Community Public Health
Fellowship Position Description

Position:
Dana-Farber Fellowship: Well-Being & Benefits Program for Staff

Program:
Health and Wellness Management / Community Health Education

Company / Institution:
Fellow position at Dana-Farber's Longwood campus (440 Brookline Ave, Boston)

Site Supervisor:
Nora Ghandour-HR Project Manager

Fellowship Position & Organization Background:

Dana-Farber Fellowship: Well-Being & Benefits Program for Staff
Dana-Farber Cancer Institute is a non-profit organization, home to almost 7,000 staff members, working towards and committed to the eradication of cancer, AIDS, and related diseases and the fear that they engender. The Human Resources department is looking for a graduate student to join the Well-Being and Benefits Team, dedicated on promoting and rolling out health and wellness initiatives to Dana-Farber’s staff. Dana-Farber’s Being and Benefits initiative is a collection of benefits and programs offered to faculty and staff, which encompasses health, financial, community, and whole well-being. At Dana-Farber, we believe that wellness should be a fully integrated part of who we are as an organization. More information about Dana-Farber’s Well-Being and Benefits Program is available here: http://www.dana-farber.org/Careers/Benefits-of-Working-Here/Dana-Farber-s-Well-Being-Program.aspx

Responsibilities include:

Hours per week: 15

Responsibilities:
- Support the Well-Being and Benefits Team with program planning and implementation.
- Develop meeting agendas and minutes.
- Develop program documentation.
- Take the lead on initiatives, as assigned
- Research best practices for corporate health and wellness.
- Develop and support programming communication content.
- Work as a liaison for communicating Well-Being and Benefits programming and responding to inquiries.

Fellowship Pre-Requisites / Qualifications:
- Current grad student, pursuing a degree in health-related sciences, administration, or communications with an interest and background in health and wellness
- Proven leadership ability and aptitude for professionalism
- Willingness to take initiative and work independently as well as part of a team
- Excellent oral and written communication skills
- Ability to organize and prioritize needs of the program
- Proficiency in Microsoft Office (Outlook, Word, Excel, PowerPoint)

Prepares you for a career(s) in:
- Corporate Wellness / Benefits and Human Resources
- Community Health Education
- Project Management
Fellowship Position Description

Position:
Research & Development Fellow: Merrimack Employee Health and Wellness with Dr. Higgins

Program:
Community Health Education / Health and Wellness Management / Exercise and Sports Science

Company / Institution:
Merrimack College Research; Employee Health and Wellness

Site Supervisor:
Dr. Allison Higgins, Lecturer Merrimack School of Health Sciences

Fellowship Position & Organization Background:

Hours per week: 15

This is a position to work with Dr. Allison Higgins in the research, development, and implementation of an Employee Wellness Program at Merrimack College. Fellows will continue with the previous work completed by the 2018/2019 Graduate Fellows to continue the development of the program. Fellowship students will work with Merrimack’s Human Resource Department and Employee Benefit Collaborators such as Harvard Pilgrim Healthcare.

Fellowship students will have weekly meetings with Dr. Higgins to review progress and learn new research and analytical techniques.

Position responsibilities:

● Development of a 3-5 year strategic plan and funding recommendations.
● Data collection for strategic plan development may include a needs assessment of faculty and staff, a thorough review of any existing data and all available programs and resources, and a cultural assessment.
● Development and implementation of several wellness programs for employees.
● Develop a campus wide wellness team, train team, facilitate team meetings, develop agendas and minutes.
● Research best practices for employer health and wellness
● Develop and support program communications
● Work as a liaison for communicating Well-Being programming and responding to inquiries from different departments across campus
● Work in collaboration with HR partners, i.e Hamel Health, Campus Fitness and Recreation, and Harvard Pilgrim to drive engagement in existing programs

Fellowship Pre-Requisites / Qualifications:

● Graduate student, pursuing a degree in health and wellness management with an interest and background in health and wellness
● Proven leadership ability and aptitude for professionalism
● Willingness to take initiative and work independently as well as part of a team
● Excellent oral and written communication skills
● Ability to organize and prioritize needs of the program
● Proficiency in Microsoft Office (Outlook, Word, Excel, PowerPoint)
● The ideal candidate is able to work with minimum supervision and produce high-quality deliverables, knows when and how to take the initiative, a team player, has an overall positive attitude, and most importantly has a sense of humor.

Prepares you for a career(s) in:

● Research and Development
● Community Public Health
● Corporate Wellness
Fellowship Position Description

Position:

**Merrimack Research/Project Manager: Financial and Health Coaching with Dr. Silva**

Program: Health & Wellness Management / Community Health Education

Company / Institution: Merrimack College Research: Financial and Health Coaching

Site Supervisor:

Ana Silva and Andrea Ahearn

Fellowship Position & Organization Background: The School of Health Sciences is seeking a motivated and enthusiastic graduate student who is interested in Health Promotion and Health Education. This student would be working with Dr. Ana Silva on a project called Financial and Health Coaching. This project is designed to provide undergraduate students from all majors with the knowledge, skills, and practical experience necessary to become effective financial and health coaches. To be trained as coaches, students participate in faculty-led workshops in which they learn personal finance, coaching, health and cultural competencies. The students are then matched 1:1 with Lawrence High School students or Merrimack College freshman students to help the clients plan a path to achieving their goals. This is a great opportunity to be involved in an exciting Wellness Promotion project working with Merrimack College students, and in the Lawrence community. It will provide the opportunity to develop skills and gain experiences that will build and enhance individual competencies.

Responsibilities include:

**Hours per week: 15-20**

- Wellness Curriculum development
- Train, supervise and mentor coaches
- Assist 1-on-1 coaching
- Manage wellness topics and information
- Facilitate creative activities and games for participants
- Support research activities and initiatives
Fellowship Pre-Requisites / Qualifications:
- Computer Literate and basic Microsoft Office experience
- Strong communication skills
- Attention to detail
- Interest in Wellness Promotion and Education

Prepares you for a career(s) in:
- Corporate Wellness
- Community Health Education
- Health Science Research
- Health and Wellness Coaching
Fellowship Position Description

**Position:**
Merrimack Nursing Program Living Learning Center and Simulation Coordinator

**Program:**
Community Health Education / Health & Wellness Management

**Company / Institution:**

**Site Supervisor:**
Dr. Nicola Contreras, DNP, RN, CHES

**Fellowship Position & Organization Background:**

**Hours per week: 15**

This experience provides you with an opportunity to assist in the review of literature and the development of protocols, policies, and standard operating procedures for the Nursing program. During your time in this fellowship, you will have a chance to explore and participate in all aspects of simulation development and facilitation of simulation-based learning experiences, identifying how simulation can be used as a teaching strategy in healthcare to support health promotion and improved patient/community outcomes.

Furthermore, you will have the opportunity to develop and implement the inaugural Merrimack Nursing Living Learning Center with the responsibilities below:

- Assist with programming, communication, and outreach through social media and group activities
- Assist with First Year Experience (FYE) seminars for FYE sections affiliated with Living Learning Communities (LLC)
- Develop and deliver group pre-advising sessions in advance of Fall and Spring semester advising time
- Refer and guide students to academic departments or other campus resources based on their needs and encourage student motivation and success.
- Create and publish content for social media and technology displays to promote the Nursing Program

**Fellowship Prerequisites / Qualifications:**

- Interest in nursing and/or healthcare administration
- Motivated and creative individual
- Skills in Microsoft Office and Excel

**Prepares you for a career(s) in:**

- Healthcare Simulation Coordination and Management
- Healthcare Administration
- Research Project Management
Fellowship Position Description

Position:
Vinfen: Employee Wellness Coordinator

Program:
Community Health Education / Health & Wellness Management / Exercise & Sports Science

Company / Institution:
Vinfen Employee Wellness
http://www.vinfen.org

Location: 950 Cambridge Street, Cambridge, MA. Accessible by Bus (CT2, 85 or 69) or car
*Could be flexible with working out of the Lowell or Lawrence office 1 day a week.

Site Supervisor:
Ella Blythe Froggatt, Employee Wellness Program Manager Vinfen

Fellowship Position & Organization Background:

About Vinfen:
Vinfen is a nonprofit, health and human services organization and a leading provider of community-based services to individuals with disabilities. Each year, Vinfen provides a comprehensive array of services to adolescents and adults with psychiatric conditions, intellectual and developmental disabilities, brain injuries, and behavioral health challenges. Vinfen’s 3,100 dedicated employees are experienced, highly-trained professionals who provide a full range of supportive living, health, educational, and clinical services in 268 programs throughout eastern Massachusetts and Connecticut.

Job Description:
Vinfen is in the early stages of a company-wide wellness program for our over 3,000 employees who work to improve the lives of some of Massachusetts’ most vulnerable populations. As a 501c3 with a limited budget, Vinfen is using the resources available through our health insurance and looking to creatively develop and expand these benefits. This fellow would assist in the continued assessment, development and monitoring of the wellness program to create awareness, motivation and engagement for employees to help them adapt and maintain a well rounded healthy lifestyle. Alongside the Employee Wellness Program Manager, the fellow would assist with administration, participant communications and assessment of the wellness program to meet the diverse needs of staff.

Responsibilities include:

Hours per week: 15
Specific duties include but are not limited to:

● Working alongside the Employee Wellness Program Manager on projects and initiatives
● Using health insurance claims and data to expand and develop wellness programming to help mitigate health risks
● Assessing Vinfen’s wellness offerings and their feedback to update and grow current benefits
● Special projects and other duties, as assigned.

Fellowship Pre-Requisites / Qualifications:

● Ability to multi-task and prioritize appropriately
● Familiar with analyzing and presenting data from reports
● Must be comfortable on the phone and demonstrate good oral communication
● Must be familiar with Microsoft Office, Outlook, Excel, and PowerPoint
- Flexible, adaptive attitude and ability to problem solve
- Must be willing to provide a fresh perspective
- Professionalism and ability to work in a fast paced office required

**Prepares you for a career(s) in:**
- Corporate Wellness
- Health and Wellness Management
Fellowship Position Description

Position:
Athletics Operations Graduate Fellow

Program
Exercise and Sports Science / Health and Wellness Management / Community Health Education

Site
Merrimack Athletics Complex

Name of Supervisor
Chris Dooley, Assistant Athletic Director for Operations

Position description:
The Athletics Operations Graduate Fellow will assist in the day-to-day responsibilities of the Athletic Department. The candidate will perform a number of administrative duties, including, but not limited to assisting with event management, team travel, game operations, and facility management. The candidate will emerge from the fellowship with the proper background and experience to be prepared to become a full-time administrator in collegiate athletics.

Position responsibilities:

Hours per week: 15-20

The Graduate Fellow will have responsibility for the following:
● Operations Responsibilities:
  ● Assist with practice and game scheduling for varsity, club and intramural teams
  ● Help coordinate travel arrangements for varsity, club and intramural teams
  ● Recruit, hire, and train student workers for game day responsibilities
  ● Act as game manager for various athletic events
  ● Help ensure all athletic buildings, fields and arenas are well-maintained
  ● Conduct inventory checks of all game operations equipment
  ● Be a liaison for visiting teams, officials and fans at home events

Position Requirements
  ● Organizational and time management skills
  ● Communication skills
  ● Ability to work weekends and evenings
  ● Proficiency in Google Apps and Microsoft Office
  ● Have a valid driver’s license
  ● Knowledge of collegiate athletics or sports management background preferred

Prepares you for
  ● Full-time employment in collegiate athletics, professional sports
  ● Full-time employment working in operations or facility management
Fellowship Position Description

Position:
Marketing and Ticket Sales Coordinator

Program
Exercise & Sports Science / Health & Wellness Management / Community Health Education

Site
Merrimack Athletic Complex

Name of Supervisor
Diane Metcalf, Senior Associate Athletic Director.

Position description:
The graduate fellow will be primarily responsible for the day-to-day management of the marketing and ticketing department in athletics. The graduate fellow will learn how to plan, implement, and manage all aspects of their responsibilities.

Position responsibilities:

Hours Per Week: 15-20
The Graduate Fellow will have responsibility for the following:

● Ticketing responsibilities:
  ● Manage the box office during business hours and on game nights for football, men’s hockey, women’s hockey and basketball as needed
  ● Manage season ticket campaigns and renewal programs
  ● Use of online ticketing software to manage ticket orders
  ● Coordinate group sales and youth groups
  ● Recruit and hire student workers
  ● Enter student payroll hours

● Marketing responsibilities:
  ● Assist with on and off-campus marketing and promotional campaigns
  ● Assist in engaging students to attend athletic events
  ● Design flyers and graphics for marketing purposes
  ● Assist with social media to help promote upcoming events
  ● Assist with community engagement opportunities for student-athletes

Position Requirements
● Organizational & time management skills, Communication skills
● Proficiency in Microsoft Office and social media outlets
● Interest and/or knowledge with Adobe Suite (Photoshop, InDesign)
● Ability to work weekends and evenings

Prepares you for
Full-time employment in collegiate athletics, professional sports, and marketing/ticketing companies.
Fellowship Position Description

Position:
Merrimack Athletics Communications Digital Media

Program: Community Health Education, Exercise and Sports Science or Health & Wellness Management

Site: Merrimack Athletics Complex

Name of Supervisor: Mike Sullivan (Assistant AD/Communications)

Position description:
Merrimack College, a Division I member of the Northeast Conference (NEC) and Hockey East Association (HEA) is currently seeking candidates for the Graduate Fellowship in Digital Media for the 2020-2021 academic year. The athletics digital media graduate fellow will be expected to create and manage community engagement initiatives and coordinate programming with other department staff. He/she will work with individuals and teams within the Athletic Department, including student-athletes, coaches, staff, faculty and others in the Merrimack College community to develop and improve programming that supports and increases community engagement through digital media platforms. Additionally, this position will be responsible for assisting in all aspects of the Department’s web-streaming services, as well as creation of original video content/features, scheduling of Merrimack Sports Network broadcasts, and hiring, scheduling and supervising student staff.

Position responsibilities:
• Developing creative content that enhances fan engagement and experience, brand awareness, advertising and public relations strategies – including collaborating with the ticketing and marketing departments to help push sales initiatives and the department’s social media channels.
  • Create, design, manage and strategically distribute content for the athletic department’s social media platforms, website and digital marketing outreach.
  • Assist in all aspects of the department’s web-streaming services, while also creating unique video content that drives fan engagement/interaction in a timely and consistent manner.
  • Assist in the training of student worker staff for webcast production and oversee the setup and breakdown of webcast equipment for home athletics events.

Position Requirements
• Highly motivated with positive and proactive work approach
• Detail-oriented and organized with excellent communication and organizational skills
• Familiarity with social media platforms, trends, etc.
• Proficiency with Microsoft Office Suite, Adobe Creative Suite (Photoshop, Illustrator, InDesign, etc.), video editing (preferably Premier/After Effects/Final Cut), social analytics and Google web analytics
• Ability to work independently to manage a heavy workload of deliverables while also collaborating with various department units to strategize content calendars for key social and email messaging
• Understanding of NCAA rules in areas of student-athlete promotion, as well as excellent communication and organizational skills required

Prepares you for
• A position in digital/creative content media services at the collegiate and/or professional level
• A position in sports broadcast production at the collegiate and/or professional level
• Knowing how to apply social media platforms to promote brand initiatives
Fellowship Position Description

Position:
Club Sports Coordinator

Program
Exercise and Sports Science / Health and Wellness Management / Community Health Education

Company/Institution
Merrimack College Campus Recreation & Intramurals: Fitness Center, Sakowich Campus Center

Site Supervisor
Diane Metcalf, Deputy Director of Athletics

Fellowship Position
The graduate fellow in the Office of Campus Fitness and Recreation will be primarily responsible for the oversight, administration, and management of the Club Sports program, which includes 22 programs and over 360 student-athletes. More specifically, the candidate will assist with budgeting, operations, student engagement, and marketing. The candidate will work collaboratively with athletic administrative staff to focus on retention efforts and improving the overall club sport experience through increased programming, improved organization and collaboration, and enhanced publicity. This position has responsibilities related to student leader and student staff development, risk management, financial oversight, travel and program development and assessment.

Responsibilities include

Hours per week: 15-20

Responsibilities include but are not limited to the following:

● Work with club sport captains and coaches to develop team and department policies on budgeting, operations, and travel
● Review and approve club sport apparel requests, working with the athletic communications staff to ensure licensing and compliance with College guidelines
● Assist with the management of the club sport budget; process payments for club sport organizations, with the assistance of the Manager of Athletic Administrative Services and advise club treasurers on financial policies and help facilitate purchases for club sport organizations as needed
● Inventory club sport equipment and uniforms
● Organize special events throughout the year to engage club sport members and promote club involvement such as participation in welcome week events, showcase or appreciate nights and end of semester/year recognition events
● Assist with the development and facilitation of officer training sessions held at the beginning of each semester and as needed
● In collaboration with the athletic communications team, advance publicity efforts of all club sport programs by creating and regularly updating a club sport website, maintaining and promoting social media efforts, and publicizing student efforts and accolades throughout campus
● Assist with club sport recruiting efforts at Admission Open Houses and Accepted Student Days.
● Serve as a mentor to club sport captains, providing guidance on budgeting, marketing and leadership.
• Maintain and update the club sport manual
• Meet with club officers and members as needed to discuss progress, issues/challenges, and disciplinary matters
• Monitor participation agreements/informed consents for all club sport participants; provide rosters to club officers and student staff for roster verifications
• Assist with the approval of all club spot travel; review Travel Requests and Itineraries, meet with club officers to discuss logistics when necessary, and assist with travel arrangements (e.g. hotel payments, rental vehicles, flights, etc.)
• Ensure each club is compliant with college and club sports policies
• Ensure students and or coaches certifications are up-to-date in First Aid & CPR/AED if necessary
• Position involves working some evenings and weekends

Position Requirements
• Acceptance into Merrimack College Masters of Health Science Program
• Strong organizational, communication, and time management skills
• Experience working with a recreational sports program, preferably in sport club and/or intramural administration
• Knowledge of best practices and standards in collegiate recreation
• Demonstrated experience in personnel management and ability to motivate student staff

Prepares you for:
Fitness and Recreation Director, Club Sports Coordinator
Fellowship Position Description

**Position:**
Merrimack College Intramurals and Recreation Coordinator

**Program**
Exercise and Sports Science / Health and Wellness Management / Community Health Education

**Company/Institution**
Merrimack College Campus Recreation & Intramurals: Fitness Center, Sakowich Campus Center

**Site Supervisor**
Diane Metcalf, Deputy Director of Athletics

**Fellowship Position**
The graduate fellow in the Office of Campus Fitness and Recreation will be primarily responsible for the programming, scheduling, and advertising for the intramural and recreation programs. The graduate fellow will learn how to plan, implement, and evaluate all aspects of their responsibilities.

**Responsibilities include:**

**Hours per week: 15**

The Graduate Fellow will have responsibility for the following:

- **Intramural responsibilities:**
  - Assist with scheduling
  - Monitor and order champion shirts, update trophies, and all other inventory
  - Assist with staff trainings
  - Facilitate a weekly meeting with the Intramural Supervisors
  - Oversee staff evaluations each semester
  - Become familiar with IM Leagues website, schedule intramural deadlines,
  - Input all scores and track player participation
  - Recruit and hire student workers & Enter student payroll hours

- **Recreation responsibilities:**
  - Assist with the development and implementation of recreation trips
  - Survey the students for potential interest in trips
  - Plan the annual weekend long ski trip
  - Promote all recreation activities
  - Assist in the growth of our intramural website, and our social media

**Fellowship Requirements/Qualifications**
- Organizational and time management skills, Communication skills, Proficiency in Microsoft Office and social media outlets

**Prepares you for:**
Collegiate Recreation Director and related positions
Fellowship Position Description

Position:
Campus Fitness Center and Group Exercise Coordinator

Program
Exercise and Sports Science / Health and Wellness Management / Community Health Education

Company/Institution
Merrimack College Campus Recreation & Intramurals: Fitness Center, Sakowich Campus Center

Site Supervisor
Diane Metcalf, Deputy Director of Athletics

Fellowship Position
The graduate fellow in the Office of Campus Fitness and Recreation will be primarily responsible for the programming, scheduling, and advertising for the fitness center and the group exercise programs. The graduate fellow will learn how to plan, implement, and evaluate all aspects of their responsibilities.

Responsibilities include

Hours per week: 20
The Graduate Fellow for Campus Fitness and Recreation will have responsibility for the following:

- Assist with the development and implementation of fitness center programs
- Create advertisements to contribute to the success of all programs
- Supervise student workers
- Check all equipment weekly to ensure it is working properly
- Create fitness center schedules and run weekly meetings
- Schedule classes in the group exercise studios
- Hold biweekly meetings with group exercise staff
- Ensure classes are being run properly and safely
- Work with the instructors to create promotional items to drive class attendance
- Assist with filling out student payroll hours
- Assist in the growth of our website, and our social media initiative
- Construct creative flyers for our various programs to engage all types of students
- Oversee Staff evaluations each semester
- Hire new student staff as needed

Fellowship Requirements/Qualifications
- Organizational and time management skills
- Communication skills
- Proficiency in Microsoft Office and social media outlets

Prepares you for:
Fitness Manager and related positions
Fellowship Position Description

**Position:**
Lowell High School Athletic Director Fellowship

**Program:**
Health & Wellness Management / Community Health Education / Exercise Sports Science

**Company / Institution:**
Lowell High School Athletic Department

**Site Supervisor:**
David Lezenski, Lowell High School Athletic Director

**Fellowship Position & Organization Background:**
This opportunity is geared for those interested in working behind the scenes in the Lowell High School Department of Athletics. It is a great opportunity to learn more of the inner workings of an athletic department and what it takes to run an athletics department successfully. The commitment includes both office work and game day event management. If awarded the position is an unpaid internship. This weekly commitment will consist of time in the office and staffing numerous Red Raider sporting events.

**Responsibilities include:**

**Hours per week: 15**

**Description:**

- Assist in game day management of Red Raider Sporting contests.
- Game Day Management includes setting up equipment, managing staff, greeting visiting teams and officiating and crowd management.
- Office work includes managing the webpage, timelines, datasheets, scheduling and other various office duties.

**Qualifications:**

- Computer skills, including word and excel.
- Strong verbal skills, including delivering positive customer service.
- Ability to work in a time sensitive, team-orientated environment.
- Ability to work weekends and weeknights.
- Initiative, dedication and a strong work ethic.

**Benefits:**

- Networking opportunities and interaction with department directors.
- Upon successful completion of internship, recommendation from LPS Athletics.
- Behind the scenes access to Red Raider sporting events.

**Prepares you for a career(s) in:**

- Athletic Administration
- Wellness Management
- Secondary Education
Position: Graduate Fellowship Opportunity at Brigham and Women’s Hospital Department of Medicine: Division of Endocrinology, Diabetes and Hypertension.

Program:
Exercise and Sports Science / Health and Wellness Management / Community Health Education

Company / Institution:
Brigham and Women’s Hospital

Site Supervisor:
Dr. Vanita Aruda

Fellowship Position & Organization Background:
The Brigham and Women’s Hospital Center for Weight Management and Metabolic Surgery (CWMMS) is dedicated to helping individuals with obesity achieve and maintain a healthier weight and prevent medical conditions associated with excess weight. We are excited to recruit a hard-working, professional and enthusiastic Merrimack graduate student to partner with us in enhancing the services offered at our Center, and improving patient care.

Responsibilities include:

Hours: 15-20

The graduate fellow will work collaboratively with the physician, clinical, and administration team to perform their responsibilities. The Diabetes Program operates under the division of Endocrinology, Diabetes and Hypertension. Responsibilities will include:

1. Work under general supervision from a manager/Principal Investigator
2. Coordinate the implementation, both internally and externally of clinical research studies.
3. Initiate and maintain recruitment contact with study participants, this includes mailing, phone calls, e-mails, etc.
4. Responsible for screening applications, ensuring they meet inclusion criteria and makes independent judgment as to the suitability of their participation.
5. Interacts with patients/subjects with regard to the study, including patient education, procedural instruction and follow-up. Serves as liaison between patient and physician and a resource for participants.
6. Responsible for data collections and maintaining patient information databases for the study. This includes being responsible for labs, specimen collection, and other study forms and supplies regarding study.
7. Responsible for administrative activities such as IRB submission, patient reimbursement, and study organization.
8. Monitor, maintain, and set up any study equipment needed for on-going study.
9. Work in partnership with the clinical trial team, this includes: Physicians, program manager, sponsors, lab technicians, BWH Center for Clinical Investigation staff.

Prepares you for a career(s) in:
- Research
- Community Health Education
- Public Health
Fellowship Position Description

Position:
Research Project Manager THRIVE Laboratory

Program:
Community Health Education / Health & Wellness Management/Exercise Science

Company / Institution:
Merrimack College, School of Health Sciences, Department of Public Health and Nutrition
THRIVE Laboratory

Site Supervisor:
Dr. April Bowling, Assistant Professor

Fellowship Position & Organization Background:
The graduate fellow will serve as the THRIVE Lab’s (https://youththrivelab.wordpress.com/) Research Project Manager. THRIVE is dedicated to exploring the causes of and solutions to health disparities among youth with mental illness and developmental disorders. Current projects include 1) development and testing of mHealth applications and telehealth coaching interventions to improve physical activity, diet, screen time, and sleep habits; 2) research examining barriers to adaptive PE participation among youth with mental illness; 3) qualitative research with youth experiencing mental illness to better understand how interventions can meet their needs and improve engagement.

Responsibilities include:
● Project administration including IRB filings, transcription, meeting minutes, and project tracking
● Research tasks including participant recruiting, interviewing, and consent, data entry and management, and literature reviews
● Communication of results, including website updates, email newsletters, research poster design and presentations

Hours per week: 15

Fellowship Prerequisites / Qualifications:
● Excellent verbal and written communication skills
● Motivated self-starter
● Exceptional organizational skills
● Interest in public health, health disparities, physical activity promotion, and/or research

Prepares you for a career(s) in:
● Public health, research, clinical trials, consulting, youth health programming
Position:
Merrimack Research/Teaching Fellow: Biomechanics with Andrew Cannon

Program:
Exercise and Sports Science / Health and Wellness Management / Community Health Education

Company / Institution:
Merrimack College Research: Biomechanics

Site Supervisor:
Andrew Cannon, MHS, PT, SCS, CSCS; Associate Clinical Professor Merrimack College

Fellowship Position & Organization Background:
The Biomechanics Graduate Fellow: will be primarily responsible for planning, organizing, implementing, analyzing, publishing, and presenting research projects in conjunction with Andrew Cannon. The Fellow will also be responsible for assisting with the Biomechanics academic course. The Fellow will also be responsible for campus and community outreach to further Biomechanics research and education as well as supervision/assistance/guidance to any undergraduate research projects.

Responsibilities include:

Hours per week: 15

Professionalism and Team

- Maintain professionalism in all interpersonal interactions with staff, students, and research subjects, including: appropriate attire; appropriate verbal and written/email expression; and appropriate online presence and content
- Maintain constant communication, keeping Andrew Cannon and other team members apprised of all plans and progress
- Assist with research schedules and weekly research meetings; bring reports to each meeting stating progress from last
- Be responsive to constructive criticism, understanding that a criticism of behavior is not the same as criticism of the individual
- Address any interpersonal conflict promptly, directly, personally, and professionally
- Maintain an active on-campus presence throughout the week
- Given the nature of human subjects research, maintain a flexible 7 day a week schedule
- Step in when help is needed, regardless of the task
- Check with Andrew Cannon before emailing or contacting individuals outside of the department, including non-Merrimack-affiliated individuals
- Always ask for clarification if roles or responsibilities are unclear

Leadership

- Serve as a constructive, cooperative leader in research projects at the graduate and undergraduate level
- Demonstrate initiative, leadership, and altruism
- Assist with the recruitment and management of undergraduate student volunteers
● You are actively encouraged to develop independent plans, once vetted by Andrew Cannon

**Research Tasks**

● Work closely with Andrew Cannon in the development and implementation of research projects
● Assist in the writing process, including applications for grant funds, IRB applications, applications for presentations at conferences, and analysis and submission of research manuscripts
● Perform independent research - both in the laboratory and by analyzing the literature
● Schedule and participate in research training sessions
● Manage recruitment of subjects for research studies
● Maintain laboratory equipment as needed to ensure it is working properly
● Ensure the Human Performance Laboratory and research areas are clean and organized

**Additional Tasks (may take as much time as other tasks)**

● Assist in the classroom as needed, which may include: grading; managing schedules; assisting with instruction; guest lecturing in your areas of specialty; communicating with students; and other responsibilities
● Support other offices for “all hands on deck events,” such as open houses, accepted student days, and sponsor visits

**Assessment Plan:**

● Goals and expected outcomes related to specific activities, projects, and experiences will be developed and communicated throughout the year
● Feedback regarding job performance, progression towards stated goals, and professional growth will be provided on an ongoing basis through weekly meetings
● Open communication about the learning experience will occur on an ongoing basis
● A written evaluation will be completed and reviewed by the supervisor and graduate fellow towards the end of each semester

**Fellowship Pre-Requisites / Qualifications:**

● Interest in the field of research specifically in Sports Medicine and Biomechanics
● Attention to Detail
● Punctuality
● Microsoft Office Skills
● Communicate Efficiently

**Prepares you for a career(s) in:**

● Pursue a degree in Physical Therapy, Occupational Therapy, or other Advanced Health Science Professions
● Career in Health Science Research
● Research and Development with Biomechanics
● Teaching in Higher Education
Fellowship Position Description

Position:

Health Sciences Research Fellow: Health Literacy

Program:
Exercise and Sports Science / Health and Wellness Management / Community Health Education

Faculty
Dr. Traci Alberti

Description of research project
This research project focuses on assessing the health literacy of individuals.

Fellowship responsibilities

Hours per week: 15
Gather background information, including extensive literature searches; synthesis and organization of the literature (i.e. building tables of evidence); assisting with data collection, data management and data analysis; participation in research planning meeting and intervention plan development. Other responsibilities may be included.

Fellowship requirements/qualifications

- The fellow is preferred to be bilingual in Spanish
- Mature, highly motivated, self-initiating, organized
- Must have strong communication skills

How this will prepare you professionally
This is an opportunity for the fellow to engage in a community based research project in a large community health center serving a disadvantaged population. The fellow will gain an overview of the research process exposure and participation, and interpersonal skill development.
Fellowship Position Description

**Position:**
Whittier Rehabilitation Research Assistant

**Program**
Community Health Education / Health and Wellness Management

**Company/Institution**
Whittier Rehabilitation Hospital
http://www.whittierhealth.com

**Location**
145 Ward Hill Ave., Haverhill, MA 01835

**Site Supervisor**
Joan Breen MD and Paula Fortuna ANP-BC

**Fellowship Position**
Neurology Outpatient Rehabilitation Program Research Assistant:
This position provides an opportunity for students to interact with patients as they are being treated by a team of multidisciplinary healthcare providers. The student will have an opportunity to work with different therapists, MDs and NPs. Additionally the student will be involved with performance improvement projects.

**Responsibilities include**

**Hours per week: 15**
- Assist with ongoing performance improvement outcomes projects for presentation at scientific conferences, including data entry and assessment.
- Shadow multiple outpatient rehabilitation professionals to gain patient interaction experience and understand consequences and rehabilitation of neurological injuries

**Fellowship Requirements/Qualifications**
- Interest in working with patients with neurological conditions
- Knowledge of EXCEL

**Prepares you for:**
Hospital or Rehabilitation Science, Research Assistant, or other health professions
Fellowship Position Description

Position:
United States Army Research Institute of Environmental Medicine (USARIEM) Research Fellow www.usariem.army.mil

Program:
Exercise and Sports Science / Health and Wellness Management / Community Health Education

Faculty Collaboration
Dr. David Looney

Location:
United States Army Research Institute of Environmental Medicine (USARIEM)
10 General Greene Ave, Natick, MA 01760

Fellowship Position

Hours per week: 15

The USARIEM conducts biomedical research to improve and sustain Warfighter health and performance under all conditions. USARIEM is internationally recognized as the DoD’s premier laboratory for Warfighter health and performance research and focuses on environmental medicine, physiology, physical and cognitive performance, and nutrition research. The Institute is organized into five divisions: Biophysics and Biomedical Modeling, Military Nutrition, Military Performance, Thermal and Mountain Medicine, and Research Support. By leveraging its unique capabilities and facilities with industry, academia, and the government, USARIEM produces a variety of important products, including performance optimization doctrine, preventive medicine and planning doctrine, materiel development support, physiological monitoring strategies and predictive algorithms, and Health Hazard Assessments.

The USARIEM Research Fellow will work in a collaborative partnership with Research Scientists from the USARIEM and Merrimack faculty member Dr. Tunde Szivak to complete research related to the Department of Defense. Fellowship students will work with but are not limited to: data collection, IRB submission preparation, research protocol development, data analyses, manuscript development, subject recruitment, marketing development, and more! The Fellow will have the opportunity to work with studies that are currently taking place while also assisting with those in the development phase.

Fellowship requirements/qualifications
- Advanced Microsoft Office Skills including Excel
- Experience working with either: SPSS, SAS, or STATA a bonus but not required
- Experience working with research and IRB submissions
- Strong writing skills
- Self-starter and motivated to complete research tasks

How this will prepare you professionally
The fellowship will provide the student with research-specific experience to include data collection, analysis and interpretation of data, which they can apply towards a future job position as a research assistant, teaching assistant or in grant writing.
Fellowship Position Description

**Position:**
Merrimack Research Fellow: Diabetes and Obesity with Dr. Bharath

**Program:**
Exercise and Sports Science / Health and Wellness Management / Community Health Education

**Company / Institution:**
Merrimack College, School of Health Sciences

**Site Supervisor:**
Dr. Lenna Bharath, Assistant Clinical Professor, Merrimack College School of Health Sciences

**Fellowship Position & Responsibilities:**

**Hours per week:** 15

Bharath lab studies cellular mechanisms that are altered during physiological aging and during the development and progression of metabolic diseases such as diabetes, insulin resistance and obesity.

The quantity of fat in the diet is a major health concern. The recommended dietary allowance for fats is 20-35% of daily calorie intake. The average American diet contains more than what is recommended. The presence of free fatty acids derived from dietary fats especially saturated fats can promote many metabolic diseases including cardiovascular disease, diabetes and chronic inflammation. On the contrary, right types of fat in the proper amount benefit our health. We would like to understand the differences in the intracellular signaling mechanisms that are promoted or altered by palmitic acid (common dietary saturated fatty acid) versus oleic acid (common dietary monounsaturated fatty acid) in human immune cells such as peripheral blood mononuclear cells (PBMCs) and CD4+ T cells. Another area of interest is inflammation. We study the effect of age on the development of chronic sterile inflammation. We have identified pathways and signaling events that could lead to detrimental changes in mitochondrial function, redox balance and cytokine production in primary human T cells and PBMCs, during aging. Our goal to alleviate age-associated inflammation using existing pharmaceuticals such as metformin and/or advocating lifestyle modifications. The insight from these studies could translate to entirely new treatment approaches in humans for maintaining or restoring immune system function.

**Fellowship Pre-Requisites / Qualifications:**
- Experience with laboratory skills and techniques
- Interest in research in the field of Obesity and Diabetes
- Attention to Detail
- Microsoft Office Skills

**Prepares you for a career(s) in:**
- Health Science Research / Nutrition Research
- Teaching in Higher Education
- Pursuing an additional advanced degree such as a PhD in Health Sciences
Position: 
Merrimack Research Fellow: Fast Food Assessment with Dr. Cohen

Program: 
Community Health Education / Exercise & Sports Science / Health and Wellness Management

Company / Institution: 
Merrimack College Research; Department of Public Health and Nutrition

Site Supervisor: 
Dr. Juliana Cohen, Assistant Professor Merrimack College

Fellowship Position & Responsibilities include: 
This is a position to work with Professor Juliana Cohen in the Dept. of Public Health and Nutrition at Merrimack College. The research fellow will be working with Dr. Cohen to collect, clean, code, and analyze data related to a school-based intervention to provide culinary training to cafeteria staff. Data collected will include change in cafeteria staff skills and knowledge, measuring children’s meal consumption using digital photography, and nutrient assessments of the school meals. The graduate fellow will have a project manager role, which will include helping to oversee research assistants. This will provide a fellow with hands on experience collecting and managing data, data coding, and evaluation, as well as community-based research.

Hours per week: 15

This will provide a fellow with hands on experience managing data, data coding, and evaluation, as well as community-based research.

Fellowship Prerequisites / Qualifications: 

I have meetings at least once a week with my fellow and provide all training related to the research.

The fellow must be reliable, have excellent attention to detail, motivated when working independently, and ideally interested in children’s health (no prior experience is needed- the grad fellow will be trained on all aspects of the research).

Prepares you for a career(s) in: 
- Research
- Community Public Health