

VISTA Assignment Description (VAD)

Title: Waukesha Free Clinic Summer VISTA 2023

Sponsoring Organization: WISCONSIN ASSOCIATION OF FREE AND CHARITABLE CLINICS, INC.

Project Name: Wisconsin Association of Free & Charitable Clinics, Inc IV

Project Number: 22VSEWI001

Project Period: 01/01/2023 - 12/30/2023

Site Name: Waukesha Free Clinic

Focus Area(s)

Primary: Healthy Futures

Secondary:

VISTA Assignment Objectives and Member Activities

Goal of the Overall VISTA Project: The Waukesha Free Clinic Summer VISTA will support our mission of promoting the health and wellness of the uninsured, underinsured, and low-income population of Waukesha County. They will perform critical duties that ensure operations of the clinic are sustainable and suitable for clinic growth and delivery of high-quality healthcare to the most vulnerable people of Waukesha.

Objective of the Assignment

Collaborate with reception team to implement and support policies, procedures, and best practices which maximize access to healthcare and improve quality of care.

Member Activity (01/01/2023 - 12/30/2023): Member Activity: Engage with bilingual receptionists to support reception duties including but not limited to answering phones, performing new patient intakes, supporting primary and specialty health clinics, and providing community navigation for patients needing additional support for various needs.

Objective of the Assignment

Support social media and other marketing initiatives in the Waukesha Community to recruit patients, volunteers, donors, and staff.

Member Activity (01/01/2023 - 12/30/2023): Member Activity: Create social media posts for Facebook (and/or TikTok) to engage new populations who may need WFC services and/or who may want to donate time or money to WFC. Member Activity: Research and assist with inventorying, identifying gaps, and distributing updated health information (posters, brochures, flyers, handouts, etc.). Member Activity: Attend community outreach events as needed. Member Activity: Create brainstorming and provide ideas to execute marketing plan needs.

Objective of the Assignment

Support the completion of the WAFCC Standards of Excellence gold seal application process in partnership with the AmeriCorps Public Health Associate at WFC.

Member Activity (01/01/2023 - 12/30/2023): Member Activity: Research and produce materials as needed to support the WAFCC Standards of Excellence gold seal standard. Member Activity: Provide in-office support for AmeriCorps Public Health Associate while they work from out of the country.