Wellness Center Biologist

Be extremely careful when handling the slides. These are very fragile and must be treated as such. When lunch breaks begin, you will also help the Health Care Manager with the sales for the Wellness Center. Assist each customer in a friendly and courteous manner.

1. Remain in your business until after the Pledge of Allegiance to help with business start-up. Your business needs everyone’s help before it opens.

2. Attend the meeting with the Volunteer Facilitator and other employees of the Wellness Center as you learn how to fulfill your responsibilities.

3. Read the Biologist Manual and become familiar with the pre-made slides that you will be using with the microscope and computer.

4. Review the information on the different parts of the microscope in the Biologist Manual or the laminated sheet.

5. Review the Data Information Sheet you will be using. You will be doing an assessment of certain slides and then solving two health cases.

6. Follow the directions in your Biologist Manual to begin your research and assessments. Fill out the Data Information Sheet as you work.

7. Once you have completed the Data Information Sheet give it to a JA Staff person.

8. When you are finished with the Data Information sheet, you will assist the Sales Manager with the merchandise sales in the Wellness Center.

9. Make sure you know what is being sold, prices of the items and how to use the POS computer. The sales manager will be happy to show you.

10. When students are on break they can come into the Wellness Center, show their blue insurance card, and get a free eye, height and weight exam. Assist with this.

11. Be courteous to all customers and maintain merchandise to assure attractive displays for customers.

12. Assist in the clean-up of your business at the end of the day.