

Chattanooga Student Service Committee (CSSC)

Leadership Positions & Responsibilities

Chattanooga Student Liason (2 Students)

- Monthly meeting with the assistant dean, medical student campus coordinator, and the CSSC.
 - This is the best opportunity to implement new ideas on campus and share student feedback.
- Monthly meeting with the assistant dean, medical student campus coordinator, clerkship coordinators, and clerkship directors.
 - This is the line of communication between the student leadership and clerkship faculty.
- Serve as an intermediate between the students rotating in Chattanooga and the faculty.
 - Students are informed to contact student liasons with questions, concerns, or feedback.
- Attend and assist with new student orientation when available. The medical student campus coordinator will ask student leaders to introduce themselves to the students at orientation.
 - This is an opportunity to get students to join the campus GroupMe and to share any additional messages relevant at the time.
- Tour incoming students around the Chattanooga campus.
- Attend monthly lunches with the dean.
 - These are opportunities to hear from students about their rotations and be aware of the comments discussed.
- Manage the Chattanooga student GroupMe: Post messages for students to be aware of news on campus, social events, and volunteer opportunities.
- Assist in updating the bi-monthly student newsletter sent via email. This email also shares student events posted in the GroupMe and provides important links (e.g., gym membership, fun things to do in Chattanooga. Link to campus Instagram, research opportunities, etc.)
- Assist with recruiting pre-clinical students for M3/M4 rotations in Chattanooga. Recruitment includes hosting zoom meetings with prospective students, assisting with the Pre-Clinical Immersion Program, inviting students to come to Chattanooga to view the campus, and hosting newly matriculated students for a summer dinner party at Erlanger.
- Attend MSEC and CSS meetings monthly.
- Assists in selecting new student leaders at the end of the academic year.

Community Service Chair (1 Student)

- Monthly meeting with the assistant dean, medical student campus coordinator, and the CSSC.
 - This is the best opportunity to implement new ideas on campus and share student feedback.
- Assist in planning community service opportunities with UTHSC faculty and Erlanger staff.
- Search for new service opportunities within the Chattanooga community.
- Volunteer at the community service events as able.

- Manage the Chattanooga student GroupMe: Post messages for students to be aware of community service opportunities.

Social & Wellness Chair (1 Student)

- Monthly meeting with the assistant dean, medical student campus coordinator, and the CSSC.
 - This is the best opportunity to implement new ideas on campus and share student feedback.
- Assist in the planning of student social and wellness events.
 - These events are planned at the monthly meetings with the assistant dean, medical student campus coordinator, and the CSSC.
- Attend the student social & wellness events as able.
- Manage the Chattanooga student GroupMe: Post messages for students to be aware of social events and wellness opportunities.
- Manage the UTHSC Chattanooga student Instagram account.

Mentorship Chair (1 Student)

- Monthly meeting with the assistant dean, medical student campus coordinator, and the CSSC.
 - This is the best opportunity to implement new ideas on campus and share student feedback.
- UTHSC Chattanooga welcomes involvement with nearby undergraduate universities and high schools.
 - This role will serve as the link between the CSSC and these students.
 - The student is responsible for maintaining existing relationships and working to establish new ones.
- Responsible for organizing UTC Pre-Med Mentorship Program.
 - Involved medical students are assigned a pre-med student to check in with them semesterly and provide guidance towards a career in medicine.
- Attend all mentorship events
- Manage the Chattanooga student GroupMe: Post messages for students to be aware of mentorship opportunities.