



## **PRETERM CLEVELAND POSITION DESCRIPTION**

**Organization:** Preterm is an independent, nonprofit, state-licensed ambulatory surgery center that advocates for reproductive health, rights and justice. Founded in 1974, Preterm is guided by a mission to advance reproductive health and justice by providing safe, respectful, and accessible abortion and sexual healthcare.

**Job Title:** Medical Support

**Job Status:** Full-time or part-time, hourly

**Job Description:** The medical support position provides support to the medical team and to patients. Provides support to patients throughout the abortion procedure. Works in recovery room, ultrasound during procedure, pathology and autoclave, and assists licensed staff in providing high quality and compassionate care to patients.

**General Requirements:** Effective customer service skills required. Moderate level of analytical ability required to manage financial data. Commitment to reproductive justice and Preterm's mission.

**Skills and Abilities:** High level of interpersonal skills and ability to work as part of a team. Previous healthcare experience preferred, labor and delivery or women's health preferred. Commitment to reproductive justice and Preterm's mission.

**Starting wage:** \$15/hour

**Benefits (available to full-time employees):** health and dental insurance, generous Paid Time Off, 403b, short- and long-term disability

**Contact:** Send cover letter and resume to [info@preterm.org](mailto:info@preterm.org).