



## Volunteer Job Description

Volunteer Position Title: Pharmacist

Purpose/objective: The volunteer pharmacist oversees and coordinates all functions of the Open-Door Clinic pharmacy in coordination with the Pharmacy Manager. The Pharmacist must be licensed and experienced. Responsible for the fulfillment of federal and state legal requirements; evaluation, selection and distribution of medications; patient counseling; and professional consultation.

Location: Open Door Clinic within UMWC 1390 Capital Blvd. Raleigh, NC 27603

Key responsibilities:

1. Process prescriptions received
2. Prepare and verify medications for dispensing
3. Counsel patients on appropriate medication use
4. Verify accuracy of prescription records
5. Assist in precepting pharmacy students

Qualifications: Active NC Pharmacy License

Time commitment: We kindly ask that you commit to at least two shifts per month, for at least a year.

Schedule: Pharmacy shifts are Monday through Thursday 9-12 or 1-4

Tuesday only has a morning shift from 9am-12pm

Training/support provided:

1. Train with Pharmacy Manager for 1 or 2 shifts
2. Ongoing support by Pharmacy staff

Benefits: Providing prescription medications for the medically underserved population of Wake County.

Volunteer Supervisor: UMWC Pharmacy Manager