Marquette University
Division of Student Affairs
Student Wellness Center
Graduate Assistant for Prevention and Education Programs (2 positions)

General Description:

The Student Wellness Center is looking for an outgoing and dynamic individual to serve a key role in the development and implementation of prevention and wellness programs, and to assist in the oversight of approximately 20 student staff members, volunteers, and initiatives provided through the Student Wellness enter. The Graduate Assistant serves in an academic year appointment working approximately 20 hours per week and reports to the Director, Alcohol and Other Drug Prevention and Education Programs in the Student Wellness Center. This individual is responsible for working with the Director, staff and students to promote a comprehensive program of prevention strategies, environmental modifications, and programming interventions focused on creating a healthier and safer student experience and campus community. This individual is responsible for several on- going and short-term projects that advance the vision of the Student Wellness Center (SWC). Graduate student staff will be provided opportunities and are expected to contribute to other functional areas as determined by the Director and the priorities of the SWC. The Graduate Assistant is expected to undertake all responsibilities in a manner that reflects the Catholic, Jesuit mission of the University as well as the principles of student development theory.

Specific Responsibilities:

Supervision, Advising and Peer Education

- Co-supervise the Wellness and Prevention Peer Educators and the Office Assistant Staff
- Recruit, train, and support student employees and student volunteers
- Schedule educational programs, trainings, and outreach activities
- Assist in development and implementation of ongoing development plan for peer education programming

Program Planning, Facilitation, and Research

- Facilitate outreach programming related to wellness and health promotions, alcohol use, harm and risk reduction strategies, other drug use and social norming, sexual violence prevention, sleep, nutrition, bystander intervention, mindfulness, and stress reduction
- Serve as a BASICS practitioner (Brief Alcohol Screening and Intervention for College Students) and CHOICES: A Brief Alcohol Abuse Prevention and Harm Reduction Program class facilitator

- Assist with assessment and evaluation efforts for programs and administrative processes, developing strategies, collecting data, and analyzing results
- Work collaboratively with campus, local, and state colleagues and agencies in an effort to generate resources, including but not limited to grant funding
- Assist in the development and implementation of a comprehensive prevention plan

Additional Responsibilities

- Provide on-site supervision for selected evening and weekend events and presentations
- Participate in SWC and Division of Student Affairs committees, activities and programs
- Other duties as assigned as deemed necessary by the Director and priorities of the SWC.

Qualifications

- Currently enrolled (or acceptance for enrollment) into a Marquette graduate program. Prefer students pursuing a degree in college student personnel, educational leadership, counseling, or related field
- Strong oral and written communication skills
- Commitment to, knowledge of, and/or experience with prevention and/or health/wellness education, peer education, alcohol or other drug education, promotion and/or intervention, leadership development, multicultural education and student activities
- Commitment to values compatible with and supportive of Marquette's mission as a culturally diverse, Catholic, Jesuit university.
- Preference will be given to candidates with at least two years of experience (including undergraduate experience) in student affairs areas, and/or health education, as well as experience working with students from a variety of cultural and ethnic backgrounds.
- Availability to work nights and weekends when needed in order to ensure a quality student experience is an expectation for the position.
- Ability to build and maintain good working relationships with student and professional staff.
- Ability to work independently as well as collaboratively, identify action steps, establish priorities, remain flexible, engage problem solving skills, and evaluate contexts throughout the development and implementation of programs and processes.
- Availability to work nights and weekends when needed- this is an expectation for the position

Remuneration

- Graduate Assistantship Stipend ($17,100* stipend for 10-month term)
- Tuition scholarship of 12 graduate credits (6 per semester)

*AY20-21 stipend amount; Graduate Assistantship positions and compensation are subject to change