

Wellbeing Center Graduate Intern Position Description

Position Description (9-month position)

The Wellbeing Center at Southern is a one-stop-shop for student Wellbeing support services, educational programming, and leadership development. The Wellbeing Center's mission is to create happier, healthier, and more successful students through the promotion of holistic wellbeing.

In partnership with the offices of Violence Prevention, Health Services, Counseling Services, and Alcohol & Other Drug Services, the Wellbeing Center functions as an integrated wellbeing hub that creates multi-departmental synergy in the delivery of comprehensive wellbeing assessment, intervention, and referral services. The Wellbeing Center strives to customize services to meet the unique and individualized needs of each student, helping them take action to resolve problems, promote their personal development, and improve their academic and personal success.

The Wellbeing Center provides effective and engaging wellbeing education and preventative public health programming on a broad array of issues including, but not limited to: health and fitness, nutrition, sleep, stress, sexual health, drug and alcohol use, mental health, disabilities, civic engagement, violence prevention, and advocacy. Evidence based tools and resources are offered to help improve student's objective and subjective wellbeing, including the promotion of social connectedness, self-care, resilience, self-awareness, and emotional intelligence.

The Wellbeing Center provides robust opportunities for wellbeing leadership development through curriculum design and implementation, peer education, training and supervision. The Wellbeing Center aims to broaden the impact of wellbeing promotion through the development and empowerment of community leaders committed to fostering healthier students and communities.

The Wellbeing Center graduate intern works closely with the Wellbeing Specialist, Wellbeing Coordinator, and Associate Dean, or other affiliated supervisory staff, to independently research, plan, develop, market, implement and evaluate student-centered services, educational programs, and leadership development efforts. Wellbeing initiatives may also be developed based on intern interest and experience. Presentations, outreach, and public speaking are an integral part of the position, as is the ability to manage several projects at once. Weekly supervision, reflection, and planning meetings occur with the Wellbeing Center leadership, other supervisory staff, and the larger wellbeing team. The graduate intern also participates in the training and supervision of undergraduate interns, peer educators, and other student leaders. The graduate intern may also spend a portion of their time working in

affiliated offices, including Violence Prevention, Health Services, Counseling Services, and Alcohol & Other Drug Services, and thus drawing from their experiences and expertise to assist in providing the highest standard of care, education, and training to students at Southern Connecticut State University.

Position Responsibilities:

- Incorporate and apply relevant principles of wellbeing promotion with the aim of creating happier, healthier, and more successful students.
- Actively collaborate with other departments and groups on campus to plan, implement, promote, administer and evaluate wellbeing support services, educational programming, and leadership development.
- Participate in various wellbeing promotion and marketing activities for the campus community, including educational sessions, special events, and other activities.
- Conduct research on wellbeing related topics and integrate valid and reliable sources into programming curricula and outreach, including data collection, analysis, and reporting.
- Carry out student-centered and appropriate health education and promotion programs to large and small groups.
- Assist with recruitment, supervision, and training of undergraduate interns, peer educators, and others involved in wellbeing leadership development.
- Compile summary reports outlining program outcomes, best practices, challenges and recommendations for improvement, and submit monthly reports to supervisor.
- Act as a liaison to affiliated wellbeing departments by assisting with a variety of daily activities, including but not limited to, assessment, intervention, care coordination, referrals, and student scheduling.
- Contributes to continuity of care by making follow-up phone calls, sending secure messages, and assisting with interoffice/department communications such as fax and email.
- Assist with maintaining university compliance with state-mandated health requirements, including assisting with student registration, data entry, grant writing and reporting.
- Support Wellbeing Center's online presence via website and social media platforms. Create marketing materials as necessary.
- Determine and support as necessary additional priority areas for wellbeing support services, educational programming, and leadership development.
- At times, a supervisor, department administrator, and/or University staff may request assignments outside the purview of this position description.

Minimum Qualifications:

Undergraduate degree in related field and matriculated in SCSU Public Health, Nursing, Higher Education/Counseling, Exercise Science, or related graduate degree program. Prior experience in Student Affairs and/or Student Activities is preferred. Some evening and weekend work is expected. Excellent oral and written communication skills; demonstrated capacity to work independently and collaboratively; experience and comfort with public speaking. Experience working with college students and strong organizational skills needed. Proficiency with Microsoft Office. Candidate should have supervisory experience or aptitude, be self-motivated, have strong interpersonal skills, be committed to diversity as an educational value, and provide excellent customer service.

Application Process:

To be determined by the Division of Student Affairs. Questions, comments, or more information: Contact Dr. Allyson Regis, Wellbeing Center Coordinator at regisal@southernct.edu.

Field Code Changed