

## **Wellbeing Center Graduate Intern Position Description**

### **Position Description (9-month position)**

The Wellbeing Center at Southern is a hub for student wellbeing, offering integrated support services, educational programs, and leadership development. Our mission is to foster happier, healthier, and more successful students by promoting holistic wellbeing.

In partnership with the offices of Violence Prevention, Health Services, Counseling Services, and Recovery, Alcohol, and Drug Services, the Wellbeing Center provides a comprehensive approach to wellbeing through assessment, intervention, and referrals. We tailor services to individual students, supporting their personal development, academic success, and overall wellbeing.

The Wellbeing Center provides effective and engaging wellbeing education and preventative public health programming on topics such as physical and mental health, sleep, nutrition, stress, sexual health, drug and alcohol use, civic engagement, violence prevention, and advocacy. Our initiatives focus on enhancing social connectedness, self-care, resilience, emotional intelligence, and leadership skills, empowering students and fostering healthier communities.

The Wellbeing Center graduate intern works closely with the Wellbeing Specialist, Wellbeing Coordinator, Associate Dean, and other affiliated supervisory staff to independently research, plan, develop, market, implement, and evaluate student-centered services, educational programs, and leadership development initiatives. Wellbeing projects may also be tailored to align with the intern's interests and experience. Presentations, outreach, and public speaking are key components of this role, along with the ability to manage multiple projects simultaneously.

The position includes weekly supervision, reflection, and planning meetings with Wellbeing Center leadership, other supervisory staff, and the broader wellbeing team. The graduate intern also contributes to the training and supervision of undergraduate interns, peer educators, and other student leaders, when needed.

Additionally, the intern may spend part of their time working in affiliated offices, including Violence Prevention, Health Services, Counseling Services, and Recovery, Alcohol, and Drug Services. These collaborative experiences enable the intern to contribute to providing the highest standard of care, education, and training to students at Southern Connecticut State University.

### **Position Responsibilities:**

- Develop, deliver, and evaluate educational programming, workshops, and outreach activities for diverse student groups, integrating data-driven insights and research on wellbeing topics.
- Collaborate with campus departments and groups to plan, promote, and assess wellbeing programs, services, and leadership initiatives.
- Provide individual wellbeing coaching to students on topics such as stress management, motivation, and self-care strategies, including follow-up communication to support continuity of care.

- Recruit, supervise, and train undergraduate interns, peer educators, and others involved in wellbeing leadership development.
- Enhance the Wellbeing Center's online presence by creating and maintaining content for the website, social media platforms, and marketing materials.
- Identify and address additional priority areas for wellbeing services, programming, and leadership development as needed.  
Act as a liaison to affiliated departments, assisting with care coordination, referrals, student scheduling, and daily activities.
- Carry out health education and promotion programs tailored to large and small student groups.
- Compile reports summarizing program outcomes, best practices, challenges, and recommendations for improvement; submit monthly updates to the supervisor.
- Support the Wellbeing Center's compliance with state-mandated health requirements and assist with related administrative tasks, including registration, data entry, and grant writing/reporting.
- Complete assignments outside the purview of this description as requested by a supervisor, department administrator, or university staff.

**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:**

Details will be provided by the Division of Student Affairs. For questions, comments, or additional information, contact Dr. Allyson Regis, Wellbeing Center Coordinator, at [regisal@southernct.edu](mailto:regisal@southernct.edu).