**Student Health Services/Health Education**

**Graduate Assistantship**

**Contact Person:** Chantal Matthews, Assistant Director, Health Promotion – Student Health Services, 757-683-5927; c2matthe@odu.edu

**Name of Supervisor:** Chantal Matthews, Assistant Director

**Qualifications:** Master’s candidate graduate assistant student with experience in a health-related field or the equivalent knowledge and experience. Excellent oral and written communication skills. Computer competency and organization skills are essential. Able to implement occasion weekend and evening programs. Demonstrate ability to work with a multi-disciplinary staff and diverse student population.

**Preferred Qualifications:** Master’s candidate graduate student with an undergraduate degree in Health Education or health-related field. Direct experience with planning, advertising, presenting and evaluating a variety of health-related programs.

**Length of Assistantship:** 9 months: 08/18/14-05/08/14, 20 hours per week.

**Remuneration for Assistantship:** $10,000 stipend

**Job Description:** The Health Education Graduate Assistant will (1) Facilitate and evaluate health education programs including sexual health, alcohol and other substance abuse prevention, smoking cessation, stress management, nutrition and wellness, and other health education topics (2)Plan programs for special events such as Health & Wellness Fairs, World AIDS Day, Safe Spring Break, Great American Smoke-out, Sexual Responsibility Week, National Eating Disorders Awareness Week, National Nutrition Month, and National Collegiate Alcohol Awareness Week (3) Assist in program marketing and promotion (4) Assist in Health Education Grant Implementation (5) Co-advise Student Health Advisory Committee (6) Recruit, train, and oversee C.H.A.N.G.E. Peer Health Educators (7) Other health education duties as assigned.

**Academic and professional knowledge and skills to be derived from this position:**

* GA will gain direct experiences planning, implementing, and evaluating health education programs.
* GA will gain experience collaborating with other campus departments as well as other public and private organizations, health clinics, and universities.
* GA will enhance interpersonal, oral and written communication skills
* GA will gain experience coordinating and speaking at planning meetings.
* GA will gain experience designing and marketing programs and services.
* GA will gain experience planning large, campus-wide events.
* GA will gain experience advising students.

**To Apply:** Send résumé , letter of interest, and three references to: Chantal Matthews, Old Dominion University, Student Health Services, 1007 South Webb Center, Norfolk, VA 23529. Phone: 757-683-5927. Fax: 757-683-5930