Position Title: Graduate Assistant for Student Wellness

Reports to: Mark Rowe-Barth, Associate Director/Student Wellness; 319-273-3423; Student Wellness Services, WRC 104J, University of Northern Iowa, Cedar Falls, Iowa, 50614-0201; mark.rowe-barth@uni.edu

Terms of Employment:
- For the fall semester: 20 hours per week, beginning August 24, 2015 and ending December 18, 2015. Does not include the week of Thanksgiving Break.
- For the spring semester: 20 hours per week, beginning January 11, 2016 and ending May 6, 2016. Does not include the week of Spring Break.

Compensation:
- Full assistantship salary is $4,920 per semester for 2015-16.
- Salary will be prorated on a weekly basis for a late start.
- Graduate Assistants may qualify for in-state tuition and fees.
- Graduate Assistants receive University holidays and do not work during Thanksgiving Break, Spring Break, or the interims between semesters.
- For more information on the Graduate Assistantship System and procedures: http://www.grad.uni.edu/assistantships/

Position Description:
- Creating, planning and often collaborating with other departments on innovative educational and participatory activities, including but not limited to: panels, speakers, resource and information tables, and awareness-raising events.
- Developing and carrying our marketing, promotion, and advertising of programs: Student Health 101, newsletters, positive messaging, bulletin boards, and events.
- Program administration: peer health education programming, Mentors in Violence Prevention, awareness week/month initiatives, presentations and public speaking (small and large group).
- Participating in committee/departmental meetings for purposes of program planning and development
- Assisting with campus-wide programs, fairs, and events.
- Assisting with program assessment.
- Engaging in department GA curriculum, as well as department, division and university-wide professional development opportunities.
- Other duties as assigned.

Qualifications:
- Must be a full-time, degree-seeking student in a UNI graduate program (e.g., Postsecondary Education: Student Affairs; Health Promotion, Leisure/Recreation or other closely related field preferred).
- Must be enrolled in 9 graduate credits each semester of assistantship.
- Maintain a Plan and cumulative GPA of at least 3.00. First semester graduate students must have an undergraduate GPA of at least 3.00.
- Experience assisting with wellness program planning, marketing and implementation required.
- Strong interpersonal and organization skills required.
- Competent writing and oral communication skills, including public speaking required.
- Ability to be self-motivated, independent problem-solver, and to conduct oneself in a highly professional and ethical manner required.
- Working knowledge of Microsoft Word, Excel, and Power Point, basic graphic design programs (i.e. Publisher), social media (i.e. Facebook, Twitter, HootSuite), and Google applications required.
- B.A. degree in Health Promotion, Community Health, Public Health, Communication Studies, Family Services, Social Work, Women’s and Gender Studies or closely related field preferred.

**Application Process and Deadline**: To apply, email the completed Application Form for Graduate Assistantship (available at [http://www.grad.uni.edu/assistantships](http://www.grad.uni.edu/assistantships)), a letter of application, resume, and email addresses and telephone numbers of three (3) references to: Mark Rowe-Barth, Associate Director/Student Wellness, mark.rowe-barth@uni.edu.

Applications received by March 1, 2015, will be given preferential consideration.