GRADUATE ASSISTANT
UNIVERSITY WELLNESS PROGRAM

Position
The Graduate Assistant for the University Wellness Program (UWP) will assist the UWP Director and Health Education Coordinator in the overall organization and administration of a comprehensive campus-wide program. The UWP takes a comprehensive view of wellness, encompassing seven dimensions: emotional, environmental, intellectual, occupational, physical, social and spiritual. Collaboration with student organizations and groups, departments and offices on campus are central to the facilitation of the UWP. The UWP is housed in Campus Recreation and Intramurals.

The University Wellness Program, a department within Campus Recreation & Intramurals and the Division of Student Affairs and Enrollment Management, provides growth opportunities and educational experiences that enrich the lifelong learning process of Georgia Southern students. Benefits of participation in University Wellness programs include the application of leadership, decision-making, problem solving, conflict management, communication, and social skills.

Responsibilities
Primary responsibilities include assisting with the planning, scheduling, administration, management, supervision and facilitation of programming across the seven dimensions of wellness. The successful applicant should have a strong background in at least one of the following areas: counseling, psychology, program development and facilitation, research and/or education. This assistantship will be adapted to utilize the strengths of the successful applicant as well as develop and expand upon these. The main duties will include, but are not limited to: assisting with the planning, preparing and facilitation of collaborative academic and wellness activities, administrative duties, completing assessments and reports, data collection and analysis. This position will require some weekend and evening commitments. Other duties will include assisting with the daily administration of program activities; UWP special events, meetings and committees; and perform other duties as assigned.

Required Qualifications
- Bachelor’s degree in a wellness/public health related field
- Admission into a GSU graduate program
- Demonstrated knowledge/experience in wellness or related programming
- Program planning, implementation, and evaluation experience
- Excellent verbal/written communication skills
- Motivation, enthusiasm, and attention to detail

Preferred Qualifications
- Professionalism and willingness to learn
- Proficiency in computer skills (i.e. Word, Excel, web-based applications, etc.)
- Strong career aspirations in wellness
- CPR/First Aid certifications
- Capability to supervise others
- A driver’s license in good standing
- Strong organizational skills and attention to detail
- Self-motivation/ability to think “outside the box”.

Stipend
$7,750 for a 9-month appointment with a full tuition waiver. Student is responsible for activity fees and books. Professional development funding and summer employment are available.

To Apply
Send a letter of application, resume, and three references to:

Michele Martin, Assistant Director
Georgia Southern University
Campus Recreation and Intramurals

P.O. Box 8078
Statesboro, Georgia 30460

For more information, contact University Wellness Program at (912) 478-5436 or e-mail mmartin@georgiasouthern.edu

Georgia Southern University is an EEO/AAP employer.