

## Student Wellness Services

### Position Title: Student Health and Wellness Graduate Assistant

**Reports to:** Angela Meeter, Associate Director, at 319-273-3423; Student Wellness Services, Student Health Center, Room 007C, [angela.meeter@uni.edu](mailto:angela.meeter@uni.edu)

### General Terms of Employment:

- For the Fall semester 20 hours per week, beginning August 26, 2024 and ending December 20, 2024. These dates might vary upon approval of the academic calendar.
- For the Spring semester 20 hours per week, beginning January 21, 2025 and ending May 16, 2025. These dates might vary upon approval of the academic calendar.

### \*Compensation:

- Graduate Assistantship stipend is **\$2,779.00** for half-time and **\$5,558.00** for full-time per semester and may be prorated depending on start date.
- Graduate Assistants and their spouses may qualify for in-state tuition.
- Graduate Assistants may receive University holidays and do not work during the interims between semesters.
- For more information regarding Graduate Assistantship procedures review [grad.uni.edu/funding](http://grad.uni.edu/funding).

\*Subject to change based on the Graduate College's announcement

### Primary Responsibilities:

- Provide wellness education, information, and resources to students at information tables and outreach events.
- Facilitate requested wellness programs in a variety of settings and with various target populations (academic classes, sororities/fraternities, student organizations, first-year students, etc.) regarding wellness topics that significantly impact student success (stress, sexual health, sleep, alcohol and other drugs, etc.).
- Actively participate in wellness coaching training and serve as a wellness coach through providing one-on-one coaching sessions for students.

- Actively participate at wellness events (i.e. De-Stress Days).
- Gather and enter program participation data.
- Adhere to FERPA/confidentiality policies.
- Complete other duties as assigned.

#### **General Qualifications:**

- Must be a full-time, degree-seeking student in a UNI's residential graduate program.
- Be regularly admitted without provisions to degree status in a graduate degree program.
- Maintain a cumulative GPA of at least 3.00. First semester graduate students must have an undergraduate GPA of at least 3.00.
- Have an official transcript on file in the Office of Admissions and be fully declared in their graduate major.
- Must meet UNI's HRS employment eligibility.

#### **Preferred Qualifications:**

- B.A. degree in Public Health, Health Promotion, Family Services, Social Work or closely related field preferred.
- Seeking a M.A. degree in Postsecondary Education: Student Affairs, Public Health, School Counseling, Mental Health Counseling, Social Work or other closely related field preferred.
- Experience assisting with wellness program planning, marketing and implementation preferred.
- Strong interpersonal and organizational skills.
- Competent writing and oral communication skills, including public speaking.
- Working knowledge of Microsoft Word, Excel, and Powerpoint, basic graphic design programs (i.e. Canva), social media (i.e. Facebook, Twitter, Instagram), and Google applications.



### **Application Process and Deadline:**

To apply, submit the [Assistantship application form](#). Attach: resume and a cover letter. Direct your application to Angela Meeter ([angela.meeter@uni.edu](mailto:angela.meeter@uni.edu)).

Applications received by **04/30/2024** will be given full consideration (optional).

UNI actively seeks to enhance diversity and is an Equal Opportunity/Affirmative Action employer. The University encourages applications from persons of color, women, individuals living with disabilities, and protected veterans. All qualified applicants will receive consideration for employment without regard to age, color, creed, disability, gender identity, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other basis protected by federal and/or state law.