



# Student Well-Being

MCDONALD CENTER

**Position Title:** Senior Health & Wellness Fellow

**Summary Statement:** The McDonald Center for Student Well-Being is seeking 8 Senior Health & Wellness Fellows for the 2024-2024 Academic Year. The focus of this fellowship is to work collaboratively with staff in McWell to create culture change and support well-being work on campus. This position will have opportunities for professional and leadership development, as well as opportunities to work collaboratively with peers, McWell staff and campus partners to design and implement programming initiatives. Specific duties and responsibilities are further outlined below.

**Job Terms:** This position is primarily for the 2024-2025 academic year, with initial orientation and training meetings occurring in April, 2024. Each Senior Fellow will be provided a \$4,500 stipend for the year.

## **General Expectations & Necessary Qualifications:**

- Senior Fellowships are open to all members of the class of 2025 who will be living on campus for the duration of the 2024-2025 academic year
- Fellows will work 8 hours a week, including some evenings and weekends
- Fellows will receive a stipend of \$4500 as compensation, paid over the course of the academic year
- Fellows will participate in mandatory cohort trainings, meetings, and professional development workshops (twice per semester)
- Fellows will attend two kick-off training meetings at the end of the Spring 2024 semester
- Fellows will support the department with various events and activities related to Welcome Weekend 2024
- Welcome Weekend responsibilities may include, but are not limited to, the Student Services Resource Fair, Official University Welcome and Cookout, Moreau First-Year Experience Kick-Off, Class Photo, DomerFest, Student Social, First Trip to the Grotto, and Day of Community
- Fellows will be required to move in early, along with the rest of the Welcome Weekend staff, and are expected to be available at all times, from their move-in date through the end of the day on Monday, August 25, 2024

## **Qualifications for Senior Health & Wellness Fellow:**

### **REQUIRED SKILLS AND EXPERIENCE**

- Excellent communication and interpersonal skills, including demonstrated success with public speaking, training in basic listening skills, and professional writing and editing skills

- Proficient in word processing/PowerPoint, database management, and graphic design
- Documented experience with social media platforms
- Strong attention to detail
- Demonstrated ability to take initiative and be self-motivated
- Demonstrated leadership experience
- Ability to multitask and balance multiple projects at once
- Ability to provide empathetic support
- Availability to work during the day with some evening and weekend shifts as needed

#### **WORK STYLE**

- Strong commitment to collaborative work
- Inclusive and welcoming to all students and faculty/staff
- Willingness to seek guidance when needed
- Ability to adapt to a changing work environment

#### **PREFERRED QUALIFICATIONS**

- Familiarity with behavioral health concepts, cultural change concepts, and/or public health
- Previous experience with quantitative and qualitative research methodologies
- Previous experience in a peer advisor or mentor role (e.g., RA, FYS Peer Mentor, etc.)
- Previous experience planning and implementing initiatives on campus
- Track record of success working independently and creatively to identify opportunities, challenges, and solutions

<b>Duties and Responsibilities:</b>	<b>% of total job</b>
<p><b>1. Facilitate health promotion initiatives:</b></p> <ul style="list-style-type: none"> <li>▪ In collaboration with staff, facilitate public health outreach and educational workshops on a variety of health topics identified through needs assessment processes and collaborative relationships with campus partners</li> <li>▪ Participate in the development of new programs and materials (in collaboration with McWell staff and campus partners) to address needs in various populations on campus</li> <li>▪ Serve as project lead and secondary lead for 1 program each semester</li> <li>▪ Create content for and lead tours and in-class activities for Moreau First Year Experience site visits ▪ Design and distribute print materials for coordinating campaigns, as needed</li> <li>▪ Curate content for the Well-Connected Newsletter</li> <li>▪ Contribute to the McWell social media accounts and contribute to marketing and outreach efforts ▪ Assist in the research design and evaluation of McWell training workshops and other initiatives ▪ Collaborate with campus community organizations and campus partners as needed ▪ Provide support to other departmental initiatives led by McWell staff members, as needed</li> </ul>	55%
<p><b>2. Participate in mandatory Senior Fellow cohort trainings and professional development</b> ▪ Participate in mandatory cohort trainings, meetings, and professional development workshops ▪ Attend kick-off meetings in April, 2024</p>	15%
<p>▪ Support events and activities related to Welcome Weekend 2024</p> <p><b>3. Collaborate with campus partners to foster positive culture change on campus</b> ▪ Utilize near-peer connection to collaborate with student leaders in developing strategies to foster positive campus culture change as it relates to health and well-being</p> <ul style="list-style-type: none"> <li>▪ In collaboration with McWell staff, provide and support training opportunities for student leaders and organizations on campus</li> <li>▪ Work with Residence Halls, peer educators, hall commissioners, and other campus partners to promote well-being</li> <li>▪ Represent the McDonald Center for Student Well-Being at campus outreach events</li> </ul>	15%
<p><b>3. Administrative &amp; other duties as assigned:</b></p> <ul style="list-style-type: none"> <li>▪ Support the on-going day-to-day logistics and administrative tasks of running McWell, including covering the center during lunchtime and evening hours</li> <li>▪ Contribute, as needed, beyond specific job responsibilities to strengthen collaboration, contribute to smooth and efficient operations, and support the goals of McWell</li> </ul>	