

I ILLINOIS

Campus Recreation

POSITION DESCRIPTION

POSITION: Undergraduate Wellness Education and Outreach Intern, Campus Recreation

JOB SUMMARY:

As an outreach educator, you will develop methods of disseminating health and wellness information to the community. You will conduct research to identify relevant and timely health and wellness topics for college students and you will organize and promote workshops, health fairs, events, and programs.

ORGANIZATIONAL RELATIONSHIPS:

Director

Associate Director – Assessment and Student Wellness

Student Wellness Graduate Intern

Undergraduate Wellness Outreach and Education Intern

DUTIES & RESPONSIBILITIES:

- Develop programs, materials, and events to teach people about health topics.
- Evaluate the effectiveness of programs and educational materials.
- Assist students in finding health services, information, and wellness resources at the University of Illinois.
- Organize and coordinate health fairs and outreach events.
- Work collaboratively with professional staff working in health, wellness, and well-being at Illinois.
- Prepare materials for health education to be delivered over Campus Recreation social media channels.

Developmental Opportunities

- Adhere to and maintain divisional performance criteria at a satisfactory level; maintain current certifications
- Collaborate with other Campus Recreation units as needed to execute an array of programming.
- Conference and professional development travel opportunities – on and off-campus
- Opportunities to work in different areas of Campus Recreation to broaden recreational learning experience and serve on departmental committees
- Based on applicant's desired interest areas, can be flexible creating leadership roles and working opportunities within the Department
- Participation in departmental committees
- Assist with other Campus Recreation programs as needed.

MINIMUM EDUCATION & EXPERIENCE:

- Must have experience working in Microsoft
- Must be a CLHT 380 enrolled student

MINIMUM WORK REQUIREMENTS:

- Position requires flexible work schedule, including evenings, weekends, and academic break periods as necessary
- Position requires an average of 20 hours/week at a rate of \$14.75/hour from August 16, 2024 – May 10, 2025. Summer hours available between May 10, 2024, and August 16th 2024 and May 10, 2025 – August 16th 2025
- This position is subject to a university mandated background check

APPLICATION INSTRUCTIONS:

- Applications will be accepted until the position is filled. For full consideration please apply via <https://apps2.campusrec.illinois.edu/app/job-app>