Job Title
Student Life Fellow for Health Promotion – Gender Violence Health Education Coordinator (GV HEC)
(1 Position)

To apply: Send your resume and cover letter directly to HED.GradJobs@du.edu, with “Student Life Fellow for Health Promotion – Gender Violence Health Education Coordinator (GV HEC)” in the subject line.

Office Information/Purpose

The Health & Counseling Center (HCC) is an on-campus facility that provides a wide range of on-site medical, mental health, and health promotion services. Physicians, nurses, psychologists, nurse practitioners, physician assistants, and other professionals staff the HCC. All students enrolled for academic credit (full-time or part time, undergraduate or graduate) may use the HCC.

Position Details

The Student Life Fellow for Health Promotion – GV HEC holds a half-time (approximately 15 hours per week) appointment with the Health and Counseling Center’s Department of Health Promotion. The GV HEC supports the Gender Violence Health Education Program, including the organization of workshops and other outreach efforts facilitated by the Gender Violence Peer Educator team. The GV HEC will also assist in program development and evaluation of campus health promotion activities and initiatives related to Gender Violence prevention, as coordinated by the HCC Department of Health Promotion.

The position requires strong leadership, supervisory, program development, assessment, and communication skills as well as the ability to work both independently and as a member of a team. The GV HEC may collaborate with other Health and Counseling Center units, as well as a variety of campus departments. The GV HEC reports to the High Risk Prevention Specialist and will work closely with the Health Promotion team. Other positions details to note:

- Applicants must be enrolled and maintain good academic standing in the Higher Education program throughout the course of employment.
- This position is a year-to-year appointment and runs mid-August to mid-June each year (10 months).
- No other employment may be held during the fellowship contract without prior permission from supervisor.

Summary of Responsibilities

Programming

- Coordinate the implementation of the HCC’s Gender Violence Health Education programs
- Infuse principles and practices of Inclusive Excellence throughout all aspects of the HCC’s Gender Violence Health Education Program
- Support the development, implementation, and evaluation of Gender Violence Prevention programs utilizing pertinent student development and health behavior theories
- Be available to support and/or facilitate some evening and weekend programs
- Provide some advising and support to BOSS Peer Educators
Administrative

- Display strong written, verbal and digital communication skills
- Communicate effectively with a broad range of students, as well as staff, faculty, parents, employers and the public
- Independently manage program details, reservations, and materials
- Manage records of student program completion, attendance, and assessment
- Develop professional quality written, print, and social media items for Gender Violence Prevention programs

Departmental Duties

- Attend departmental events and meetings, assist in developing departmental goals and objectives, and serve on departmental committees
- Collaborate with other departments and offices on campus
- Demonstrate an on-going commitment to the principles of multiculturalism and diversity through hiring practices, training and development programming, campus collaborations, and/or involvement and participation in university/divisional multiculturalism and diversity projects or initiatives
- Contribute to departmental environmental sustainability efforts

Professional Development

- Participate in various trainings, retreats and professional development discussions that occur throughout the academic year
- Meet weekly with supervisor

Required Qualifications

Candidates must have:

- An earned Bachelor’s degree and be enrolled in the University of Denver Higher Education program
- A demonstrated commitment to Inclusive Excellence
- Excellent leadership, supervisory, organizational, planning, interpersonal and communications skills
- Program development and assessment skills
- Ability to work independently and as a team member
- A genuine interest and satisfaction in working with students, employers, faculty and staff
- Must display behavior that is consistent with the values of the HCC and Student Life Division

Preferred Qualifications

- Interest, desire and/or experience in the field of Gender Violence Prevention in student affairs, specifically related to student success, health promotion, and/or leadership development
• An ability to apply student development theory and concepts to the development of health promotion initiatives

Compensation

• Tuition: up to 12 credit hours per year in the Morgridge College of Education at the University of Denver, pending available funding
• Stipend: $8,000 /ten-month period (mid-August – mid-June)
• Housing: not applicable
• Meal Plan: not applicable
• Other: opportunity to apply for professional development of $250 (conference attendance, travel, etc.) from Student Life