Job Title: Inclusive Excellence Fellow – Peer Health Education Supervisor (1 Position)

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.

Job Summary/Position Details:
The Inclusive Excellence Fellow holds a half-time (minimum 15-20 hours per week) appointment with the Health and Counseling Center’s Department of Health Promotion (HP). The IE Fellow supervises and coordinates the HealthY Peer Empowerment (HYPE) Internship Program, including oversight of hiring and training process and coordination and supervision of intern outreach efforts, campus-wide events, and service projects. The IE Fellow will also coordinate aspects of the CAPE Peer Education Program and assist in program development and evaluation of campus health promotion activities and initiatives, 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 IE Fellow may collaborate with other Health and Counseling Center units, as well as a variety of campus departments. The Fellow reports to the Program Director for Health Promotion.

Other position requirements include:
- 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.

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
- Preference will be given to first year students, but all students are welcome and encouraged to apply.
• Interest, desire and/or experience in the field of 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

Summary of Responsibilities: (including but not limited to)

Programming and Advising
• Supervise, coordinate, and advise the HCC’s Peer Health Education Internship Programs
• Infuse principles and practices of inclusive excellence throughout all aspects of the HCC’s Peer Health Education Internship Programs
• Support the development, implementation, and evaluation of campus health programs utilizing pertinent student development and health behavior theories.

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

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

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

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