Hiring Department
Division of Student Affairs Health and Well-Being

Job Description

The University of Missouri’s Wellness Resource Center seeks a motivated, enthusiastic advocate to serve as an Outreach Coordinator. The Outreach Coordinator will serve as the primary staff advisor to the Peer Educator Network, a coalition of peer education organizations and coordinate a comprehensive outreach schedule based on the principles of well-being. A successful candidate will participate as a member of a team and will design and implement a student focused outreach program to support students who are consumers of the health and well-being network on campus.

Recruit, train, retain and advise peer educators in the Peer Educator Network dedicated to peer education on topics such as mental health and well-being, alcohol tobacco and other drugs, and sexual health.

Work closely with the Wellness Resource Center Student Support Specialist to support the Wellness Resource Center Wellness Ambassador program.

Provide supervision and oversight to the Peer Educator Network, other student groups and PEN student leadership team.

Provide supervision to up to three graduate students for the Peer Educator Network.

Coordinate prevention and outreach events (event planning) dedicated to improving student health and well-being (possible topics include mental health, campus resources, nutrition, fitness and other related health and well-being content).

Create and communicate population level prevention messaging and outreach opportunities via social media and other avenues.

Salary

Salary Range: $19.50 - $20.20 per hour Grade: GGS 9

University Title: STUDENT SERVICE COORDINATOR II

Internal applicants can determine their current grade and university title by accessing the Job Information page through the Additional Employee Info tile in myHR.

Shift

Full-time; Monday - Friday

As needed, nights and weekends may be required
Minimum Qualifications

A Bachelor's degree or an equivalent combination of education and experience and at least 2 years of experience from which comparable knowledge and skills can be acquired is necessary.

Preferred Qualifications

Masters degree is preferred with a background in student affairs, advertising, student advocacy or student health.

Other Information

The ideal candidate will have experience with event planning, supervision, and advising student groups. Candidates with experience in higher education, therefore able to provide information about campus and community resources will be given strong consideration. Experience with Org Sync or Engage, and social media platforms is preferred.

The Wellness Resource Center is one of the Health and Well-Being Resources at the University of Missouri. For more information about Health and Well-Being at Mizzou visit http://wellness.missouri.edu.

Benefit Eligibility

This position is eligible for University benefits. The University offers a comprehensive benefits package, including medical, dental and vision plans, retirement, paid time off, and educational fee discounts. For additional information on University benefits, please visit the Faculty & Staff Benefits website at http://www.umsystem.edu/totalrewards/benefits

Diversity Commitment

The University of Missouri is fully committed to achieving the goal of a diverse and inclusive academic community of faculty, staff and students. We seek individuals who are committed to this goal and our core campus values of respect, responsibility, discovery and excellence.

Equal Employment Opportunity

Equal Opportunity is and shall be provided for all employees and applicants for employment on the basis of their demonstrated ability and competence without unlawful discrimination on the basis of their race, color, national origin, ancestry, religion, sex, pregnancy, sexual orientation, gender identity, gender expression, age, disability, protected veteran status, or any other status protected by applicable state or federal law. This policy shall not be interpreted in such a manner as to violate the legal rights of religious organizations or the recruiting rights of military organizations associated with the Armed Forces or the Department of Homeland Security of the United States of America. For more information, call the Vice Chancellor of Human Resource Services/Affirmative Action officer at 573-882-4256.

To request ADA accommodations, please call the Disability Inclusion and ADA Compliance Manager at 573-884-7278.