



# Counseling & Wellness Services

## Health Education Assistant Opportunity

Hunter College Counseling & Wellness Services (CWS) provides mental health, clinical health and wellness services aimed at enhancing students' quality of life and maximizing personal and academic growth and development. Wellness Services strives to reduce health-related barriers to students' personal and academic success by providing a range of clinical services, as well as information and resources in general health education and disease prevention. To learn more about Hunter CWS, please visit: [www.hunter.cuny.edu/student-services/wellness](http://www.hunter.cuny.edu/student-services/wellness).

CWS is looking to hire a part-time Health Education Assistant to help the Health Promotion & Education team coordinate activities and events. Responsibilities include:

- Plan and participate in weekly programs, such as Stress-Free Lite, Recess, and Tabling
- Assist with coordinating large-scale, multi-day events, including the Health & Wellness Fair, Stress-Free Zones and blood drives
- Collect and analyze data to evaluate and improve activities
- Collaborate with community-based agencies and college departments to offer a variety of activities and resources
- Research, prepare and distribute health-related marketing materials and communications

The Health Education Assistant will also have the opportunity to design and implement programs or events that match his/her skills and interests. He/she will help develop, organize and maintain resources and educational materials on preventative health topics.

### Skills & Requirements:

- Bachelor's degree in a health-related field, social sciences or communications
- Strong interest in college or community health
- Organized and detail-oriented
- Excellent interpersonal, verbal and written communications skills
- Sense of humor

This is an excellent opportunity for MPH students to gain experience creating public health material and advocating community wellness to a dynamic population.

**Location:** Hunter College Main Campus – 695 Park Avenue (68<sup>th</sup> Street & Lexington Avenue)  
C-001 North and/or Office of Health Services – 307 North

**Hours:** Number of hours/week to be determined but will be during operational hours  
Monday-Thursday, 9am-5pm while classes are in session for Fall and Spring semesters

To apply, please send resume and an engaging cover letter to [leslie.ader@hunter.cuny.edu](mailto:leslie.ader@hunter.cuny.edu).