

CARE (Center for Awareness, Resilience and Education) Intern

Department: Counseling Services

Position Description:

The Graduate Intern reports to the Director of CARE and is responsible for programming, outreach, advising or supporting wellness-related student organizations, and communications.

Major Internship Responsibilities:

Work with the other CARE staff members and organizations to:

- Provide healthy, safe, and fun substance-free programs for the campus community
- Work with campus and community partners to combat the occurrence of high-risk drinking by Baldwin Wallace students
- Work with campus and community partners to combat the occurrence of sexual violence in the BW Community
- Develop resources, presentations, educational programs, and bulletin boards on various aspects of healthy living and responsible decision making
- Manage the @livewell.bw accounts on social media platforms and keep a connection with other organizations on campus through social media interactions.
- Plan, implement and promote educational activities to enhance the wellbeing of students

Advisory Responsibilities:

- Advise CARE student organizations
- Meet weekly with officers of the student organization
- Set goals with the organization's members
- Evaluate progress of the organization's goals and assess effectiveness of programs
- Provide leadership development and team building opportunities for student-leaders
- Maintain communication including follow-up and feedback with organization members

Additional Responsibilities:

- Assist with programming (e.g., National Collegiate Alcohol Awareness Days, National Hazing Prevention Week, and Sexual Assault Awareness Month)
- Seek out community partners and speakers for the campus community
- Serve as a positive role model for students
- Other duties as assigned based on need and interest

Preferred Background or Skills:

1. Experience and/or interest in programming, planning special events, peer education, and/or working with special student populations.
2. Experience and/or interest in working with college students in an advising capacity.
3. Experience and/or interest in wellness issues, especially alcohol and other drug education, sexual health, and sexual violence prevention.
4. Experience in computer technology including social media, word processing, database management, web page design, marketing campaigns, assessment, or publication design.
5. Experience and/or interest in analyzing data, facilitating focus groups, or assessing programs.