

## Howard Community College Work-study Job Description

<b>Job Number:</b>	406
<b>Job Title:</b>	Peer Health Educator
<b>Department Name:</b>	Wellness Center
<b>Supervisor Name:</b>	Tara Rupp
<b>Supervisor Phone #:</b>	443-518-4950
<b>Supervisor Email:</b>	trupp@howardcc.edu
<b>Employer Address:</b>	Wellness Center (CL 178 )10901 Little Patuxent Pkwy, Columbia, MD 21044
<b>Location Student Will Work (If Different from Above):</b>	In-person
<b>Job Description and Responsibilities</b> (include job purpose):	<p>Peer Health Educators (PHEs) facilitate student learning and reflection on relevant health issues, encourage and assist students in making healthy lifestyle choices, serve as an information and resource referral, create awareness of health issues for individuals and the campus community at large, and contribute to the campus community in meaningful ways.</p> <p>PHEs receive education in various health topics. You will be asked to choose <b>one focus area</b> (i.e. healthy relationships, nutrition, sexual health, etc.) during your time as a PHE.</p> <p><b>Principal Duties and Responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. A minimum of 6 to 8 hours per week is required.</li> <li>2. Assist in and contribute to program development of chosen focus area</li> <li>3. Assist and contribute to program delivery in a variety of campus venues including: <ul style="list-style-type: none"> <li>● Campus events and outreach</li> <li>● Facilitating workshops</li> <li>● Developing health materials and media campaigns</li> <li>● Serving as health advocates</li> </ul> </li> <li>4. Assist in the administrative components of the program as assigned (i.e. administrative responsibilities; program planning; serve as a liaison to specific community populations; distribute, collect and compile evaluation of programs; research and update existing program information; develop publicity and marketing strategies).</li> </ol> <p><b>Training Commitment:</b></p> <ol style="list-style-type: none"> <li>1. Must be available to attend weekly trainings to be determined at a later date.</li> <li>2. Participate in and contribute to staff training including successful completion of the Peer Health Education Certification course and test.</li> </ol>
<b>Qualifications / Experience Required:</b>	<p>The successful applicant will have an interest in promoting healthy behaviors among HCC students; be open to cultures, practices, and sexual orientations different from their own, have sensitivity to personal health issues other students may be facing, have an ability to share information and resources about health and wellness, and demonstrate a sincere concern for others and their well-being.</p> <p><b>Experience &amp; Qualifications:</b></p> <ol style="list-style-type: none"> <li>1. Strong skills in communication, organization and attention to detail</li> <li>2. Presentation skills and leadership experience</li> <li>3. Excellent time management and teamwork skills</li> <li>4. Integrity, punctuality, and dependability</li> </ol> <p><b>Requirements:</b></p> <ol style="list-style-type: none"> <li>1. Work-study eligible and pursuing a degree in allied health, human services, health sciences, nutrition, dental or public health.</li> <li>2. Applicants must be currently enrolled as a full-time undergraduate student for one academic year (two semesters) and plan to maintain full-time status.</li> <li>3. Applicants must also have and maintain a minimum cumulative grade point average of 2.5</li> <li>4. Following completion Peer Health Education training, students are required to commit for a <b>minimum of one full academic year</b> as a PHE.</li> </ol> <p><b>Preferences:</b> At least 1 year of experience within an office environment or other similar setting.</p>
<b>Grade Level</b>	3
<b>Hourly Wages</b>	Year 1 (\$13.50) Year 2 (13.75)