Position: Graduate Assistant, Wellness/Alcohol & Other Drug Services (AODS)
Department: Student Affairs/Wellness
Description: 10 month position for 20 hours/week (August 6, 2018 – May 24, 2019)
Compensation: $12/hour
Reports to: Leah Berkenwald, Assistant Director Wellness/Coordinator, AODS
Accessibility to Public Transportation: Babson College is approximately one mile from the Wellesley Hills Commuter Rail train station and approximately four miles from the Woodland Station for the MBTA Green Line.

General Description:
Babson College is a private college located in Wellesley, MA. Babson enrolls approximately 2300 undergraduate students and 900 graduate students from more than 80 countries. Babson is a leader in business education and entrepreneurial leadership. The Health & Wellness Department at Babson consists of health services, counseling services, health promotion, alcohol & other drug services, and sexual assault prevention & response services. This position would primarily support the work of alcohol & other drug services by providing 1:1 interventions for students around alcohol and other drug issues, with opportunities to develop and expand programming for substance abuse prevention and health promotion.

Primary Responsibilities
The Graduate Assistant will provide support to the Assistant Director of Wellness/Coordinator, Alcohol & Other Drug Services in providing psycho-educational intervention services to students around alcohol and other drug issues, as well as developing, implementing, and evaluating prevention and health promotion programs. Specifically, the Graduate Assistant will:
• Meet with students individually for consultations regarding their substance use or related concerns and serve as a Brief Alcohol Screening & Intervention for College Students (BASICS) provider.
• Communicate with Community Standards and other referral agents as appropriate.
• Update Maxient database with completed interventions to ensure compliance with sanctions.
• Facilitate workshops on stress management, resiliency, and other topics for various student audiences.
• Assist with evaluation of the pilot year of a new alcohol abuse prevention initiative for incoming students
• Assist with Project TEAM, an innovative alcohol abuse prevention program funded by the NCAA Choices Grant
• Assist with developing print and electronic media for health promotion including electronic newsletters, brochures, info/fact sheets, bulletin boards, and web/social media content.
• Develop, implement, and evaluate initiatives on other health promotion topics including alcohol & other drugs, stress management, sleep hygiene, sexual health, and resilience/emotional wellbeing.
• Collaborate with campus partners and student peer educators on various health promotion programs.
• Other responsibilities assigned based on experience, talent, interest, and need. These could include curriculum development, group facilitation, research and program evaluation, & programming/event planning.

In addition, a successful graduate assistant will demonstrate flexibility, adaptability and will be able to function within a collaborative team environment. The graduate assistant must maintain a positive attitude and represent the College and office appropriately. Continued on the next page.
Preferred Knowledge/Skills & Abilities:

- Familiarity with and experience applying principles of Motivational Interviewing to substance abuse prevention
- Training and experience as a BASICS Provider
- Basic knowledge of physiology of alcohol, Blood Alcohol Levels (BALs), risk and protective factors
- Ability to work in a culturally diverse environment and interact with culturally diverse individuals
- Strong attention to detail
- Strong communication and presentation skills

Learning outcomes associated with the position:

- Familiarity and experience in the fields of college health promotion and health communication
- General knowledge of services and programming offered through the Health & Wellness Department
- Experience working with individual students in identifying readiness to change and delivering evidence-based interventions rooted in Motivational Interviewing
- Increased proficiency with Motivational Interviewing and Brief Motivational Interventions
- Advanced understanding of the physiology of alcohol, Blood Alcohol Levels (BALs), and risk and protective factors
- Increased proficiency with health communication strategies and practice
- Ability to apply student learning and developmental theory to student affairs practice
- Ability to build rapport, establish and maintain mutually satisfying relationships
- Flexibility and adaptability to changing circumstances; ability to develop creative solutions to complex problems

Application process:
Interested applicants should submit a resume and cover letter providing a vision for how you would be a positive addition to the Wellness staff and what you hope to gain from the position to Leah Berkenwald, Assistant Director of Wellness/Coordinator, AODS at lberkenwald@babson.edu.