



## Healthy Relationships Program Coordinator Wellness and Health Promotion Student and Campus Life

### Position Summary

The Healthy Relationships Program Coordinator supports the mission of Wellness and Health Promotion, which is to enhance the health and well-being of the Seattle University community by promoting healthy and sustainable behavior change and supporting good health practices through education, prevention, collaboration, and peer support.

Wellness and Health Promotion exists to assess and address the health and wellness needs of all students. Physical wellness, mental health, substance use, food security, and healthy relationships are areas of focus that guide our work.

The Healthy Relationships Program Coordinator serves as a member of staff in an energetic, fast-paced office. As a Healthy Relationships Program Coordinator, you will work in close partnership with the Office of Institutional Equity and departments within Student and Campus Life, including the Student Health Center, Counseling and Psychological Services, University Recreation, Athletics, and the Office of the Dean of Students.

**Please note:** While significant training will be provided upon hire, this role requires a foundational understanding of sexual health and sexual violence prevention, and comfort educating on these topics.

### Anticipated Learning Opportunities

After serving in this position, the Healthy Relationships Program Coordinator will be able to:

- Design wellness education curricula to meet the needs of a diverse campus population
- Synthesize campus and public health data into actionable campus activities, events, and educational programs
- Evaluate learning and programmatic outcomes to inform data-driven decision-making

### Essential Responsibilities

#### Direct Programming

- Coordinate Domestic Violence Awareness Month (DVAM), Love Month (February), and Sexual Assault Awareness Month (SAAM) programming through meaningful collaborations with students, campus departments, faculty, and community agencies
- Adapt current programs in response to evaluations, data, and student needs assessment

- Develop one new program per quarter centered on healthy relationships, sexual and reproductive health, or sexual and interpersonal violence education • Facilitate and implement well-researched programs designed to maximize impact
- Assist in the coordination of online sexual misconduct prevention and other online modules required of all incoming students to Seattle University
- Assist in the implementation of sexual violence prevention education for student athletes
- Serve as a peer health educator to graduate students
- Support 2 population health internship (PHI) students from the Seattle University College of Nursing in the development and assessment of their PHI project

### Bystander Intervention Coordination

- Recruit students to participate in bystander intervention and violence prevention programs
- Conduct educational sessions about bystander intervention with groups of varying sizes
- Develop and facilitate awareness raising events and opportunities
- Administer program logistics and support trained staff facilitation team with significant attention to detail

### Administration

- Represent the office in various capacities, including on committees and at events
- Foster deep relationships with local and national organizations
- Maintain a current and dynamic social media and web presence
- Participate in departmental strategic planning and assessment efforts
- Research relevant health and wellness topics, disseminating information
- Other duties as assigned

### **Anticipated Work Schedule**

This is a 9-month position from late-August through mid-June. The Healthy Relationships Program Coordinator will work an average of 20 hours per week and the typical schedule is 4 days per week for 5 hours. Some nights and weekends are required based on the specific programming needs of our students.

### **Minimum Qualifications and Skills**

- Exhibit success in working with students
- Expressed commitment to social justice with a demonstrated ability to critique, analyze and apply social justice principles to departmental initiatives
- Possess exceptional written and verbal communication skills
- Comfort facilitating on complex issues to diverse audiences with care, and sensitivity
- Serve as a positive, engaged member of a small team with the ability to work independently
- Sustain a visible presence through regularly scheduled office hours(20/wk), event attendance, and responding to correspondence in a timely manner
- Possess an interest in sexual health, healthy relationships, and violence prevention

### **Preferred Qualifications and Skills**

- Experience developing programming for student populations including BIPOC students, gender non-conforming and LGBTQ+, first generation college students, and/or student veterans
- Experience developing and adapting educational/scientific information into creative and interactive educational programming

- Experience working with and supporting the wellbeing of student athletes

### **Supervisor Contact Information**

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Wellness and Health Promotion

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