Campus Involvement Center

Position: Graduate Assistant for Tobacco, Other Drug and Recovery Programs

Remuneration: $9,000 (plus tuition waiver)

Contact Person: Terry Koons, Associate Director for Campus Involvement and Health Promotion

Position Description:

The Graduate Assistant for Tobacco, Other Drugs and Recovery Programs has the responsibility for all tobacco, other drug (abuse/misuse of prescription /over the counter medication and illegal use) and recovery programs including the Great American Smoke Out, and advising the Collegiate Recovery Community student organization.

- Advise the Collegiate Recovery Community student organization;
- Assist with meeting the goals of the Collegiate Recovery Community proposal;
- Assist with the Celebrate Recovery Month program;
- Assist in the creation, coordination and supervision of the programs and activities addressing tobacco, illegal and prescription drug use provided by the department’s peer health educator group, including programs occurring during the Great American Smoke Out and the passive programming visual;
- Update educational materials addressing tobacco and other drugs issues;
- Assist with the American Medicine Chest Drug Drop Off;
- Assist with the expansion and production of the tobacco social media campaign;
- Attend the Athens County Healthy Communities and tobacco coalition;
- Assist the peer health educator group with all large peer education events;
- Maintain regular office hours;
- Attend bi-weekly Campus Involvement Center staff meetings;
- Attend weekly supervision meetings;
- Fulfill other assigned duties;
- Requires 20 hours per week while school is in session. Some evening and weekend work required. Must be available to participate in staff orientation and training during the week prior to the opening of fall quarter. Must be available to assist in Opening weekend activities, commencement and Halloween.
- Participation in Campus Involvement Center, Division, University and professional activities is encouraged.

For general questions on the GA application process, please contact: Jonathan Renard, Graduate Assistant for the Office of the Dean of Students at jr274509@ohio.edu or (740) 593-1800.

Questions regarding the above position should be directed to: Terry Koons, Associate Director for Campus Involvement and Health Promotion at 740-593-4025 or email koons@ohio.edu