

**Position Title:** Peer Advocates for Wellbeing (PAW)

**Status:** Student Part-time/Hourly

**Location:** California State University East Bay, Hayward, CA

**Reports To:** Wellness Services Coordinator

**Lead:** Student Assistant Coordinator, Wellbeing

## **Position Description**

Under the supervision of the Wellness Services Coordinator, the Peer Advocates for Wellbeing (PAW) team assists Student Wellbeing Services Staff on planning, implementing, and evaluating health promotion programs and activities, which meet the needs of CSUEB students. PAW will assist with office hours at Student Health & Counseling Services (SHCS) and the Recreation and Wellness Center (RAW), as well as outreach endeavors for the department. All standards, policies, and procedures set forth in the Peer Advocates for Wellbeing (PAW) manual apply and are expected of the position. PAW will:

- Engage in student professional development through enhancement of Principles of Leaders including but not limited to communication, problem solving, user experience, and teamwork;
- Assist with creating a culture of sustainability for SHCS, RAW, and campus community by helping to fashion a more just, humane, and sustainable world;
- Uphold policies, procedures, and environmental strategies to minimize risk and general safety of RAW users and employees and at SHCS;

## **Essential Duties and Responsibilities**

1. Regular attendance to scheduled staff meetings, training sessions, and Recreation, Wellbeing, and University Union (RWUU) student leader team meetings.
2. Assist with programs and services to support the needs of the CSUEB campus community inclusive of basic needs and wellness topics.
  - a. Assist with wellbeing outreach activities including tabling, presentation/workshop delivery, food/clothing distribution programs, etc.
  - b. Assist with wellbeing passive education activities including social media content development, bulletin board creation, educational activities, etc.
  - c. Provide day-to-day operations within the PAW Room at SHCS, HOPE Pantry at SHCS, and/or Wellness Center at the RAW
3. Daily completion of end-of-shift reports, logs, and/or program area specific documentation
4. Other duties as assigned.

Training will be provided for above duties and responsibilities.

## **Required Qualifications**

- Currently enrolled CSU East Bay student and enrolled during Fall 2024 and Spring 2025 (minimum 6 units for undergraduate students; 4 units for graduate students). Summer semester enrollment is not required.
- One-year commitment to the position from Summer 2024 to Spring 2025. Summer commitment is required for PAW Training.
- Ability to work 15-20 hours per week with minimal conflicts
- Knowledge of Google apps (Drive, Docs, Sheets and Forms)
- Be in good academic standing (minimum GPA 2.0) during the time of application and maintain minimum GPA

**Preferred Experience**

- Previous peer educator or food pantry experience
- Leadership or volunteer experience
- Public Health, Kinesiology, Sociology, Psychology, or similar majors
- Strong communication, public speaking, and outreach skills