

Position Title: Peer Advocates for Wellbeing (PAW)

Status: Student Part-time/Hourly (\$18.00/hour)

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 the WellNest in the University Union (UU) and at the Wellness Center in 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 the RAW, UU, 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 and UU users and employees;

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 within one of the two tracks:
 - a. **Programming & Outreach:** Focus on resource-based engagement through development and implementation of wellbeing activities and events
 - i. Assist with wellbeing outreach activities including tabling, presentation/workshop delivery, food/clothing distribution programs, etc.
 - ii. Assist with program planning with wellbeing activities focused on topics including alcohol and other drugs education, nutrition/food access, sexual and reproductive health, self-care/stress management, etc.
 - iii. Assist with wellbeing passive education activities including social media content development, bulletin board creation, educational activities, etc.
 - b. **Service Delivery & Engagement:** Focus on tailored customer service of wellbeing services in the WellNest and Wellness Center
 - i. Provide day-to-day operations with wellbeing services at the WellNest in the University Union, and/or Wellness Center at the RAW including the Relaxation Rooms, Wellness Lounge, and Food Pantry.
 - ii. Provide services maintenance support including restocking, cleaning, inventory, etc.
 - iii. Promotion of resources regarding alcohol and other drugs education, nutrition/food access, sexual and reproductive health, self-care/stress management, etc.
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 2026 and Spring 2027. Must meet minimum unit requirements for your designated program. (e.g. 6 units for undergraduate students). Summer semester enrollment is not required.
- One-year commitment to the position from August 2026 to Spring 2027. August 2026 commitment is required for PAW Training.
- Ability to work 15-20 hours per week with minimal conflicts, minimum 2 weekdays per week
- Ability to work during the first two weeks of Fall Semester 2026 and Spring Semester 2027
- Knowledge of Google apps (Drive, Docs, Sheets and Forms)
- May be required to lift at least 20lbs
- 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 interpersonal skills and customer service experience
- Strong communication, public speaking, and outreach skills