



DEPARTMENT OF HEALTH & PHYSICAL EDUCATION

GRADUATE ASSISTANTSHIP COMMUNITY AND PUBLIC HEALTH PROMOTION PROGRAM



**COME JOIN OUR
DEPARTMENT**

Primary Purpose: To assist the Health and Physical Education department with coordination of the BS in Community and Public Health Promotion and the Wellness and Exercise Science programs. These activities will include **program revision efforts, program evaluation, promoting concentrations through traditional methods and social media, community outreach, and internship efforts.** The graduate assistant will also assist with current graduate and teacher preparation program development initiatives.

Duties and Responsibilities:

- **Program Revision**
 - Assist with Community and Public Health Promotion program revision work.
 - Revision of the Wellness and Exercise Science Concentration.
 - Alignment of concentrations with professional standards.
 - Complete research necessary for national accreditation.
 - Assisting with national accreditation efforts.
- **Program Evaluation and Continued Growth**
 - Assist with development of program evaluation plan.
 - Assist with developing program evaluation instruments for students and professionals in the field.
 - Assist with planning and implementation of a training workshop for community and public health organizations and wellness centers that serve as sites for student observations and internships.
 - Compile program evaluation data.
- **Program Expansion**
 - Assist with marketing efforts (traditional and social media) that inform community and public health organizations (government, nonprofit, etc.), wellness and fitness centers, and other health-related sites about the BS in Community and Public Health Promotion and Wellness and Exercise Science programs at Rhode Island College.
 - Conduct outreach on RIC campus and at local high schools
 - Research grant opportunities for a Motor Learning Laboratory and health promotion learning center.
- **Graduate Programs**
 - Assist with expansion of the graduate program including current efforts for a Masters of Science degree in Community and Public Health.
 - Assist with development of a Strength and Conditioning Masters of Science degree.
- **Internships – If Needed**
 - Assist internship coordinator with:
 - Undergraduate student intern applications.
 - Logistics and communication efforts leading to internship confirmations.
 - Outreach activities needed to cultivate internship sites aligned with the BS in Community and Public Health Promotion program objectives and standards.
 - Revision of internship evaluation documents creating a more systemic evaluation system.

- **Other**
 - Assist with teacher certification health and physical education programmatic initiatives.
 - Assist with additional department initiatives and/or faculty research.

Qualifications:

- Accepted degree candidate enrolled full time in a plan of study.
- Interest in community and public health or wellness fields preferable but not required.
- Strong skills in verbal and written communication.
- Ability to work independently and effectively on collaborative projects and activities.
- Efficient time management skills and ability to relate well with students
- Knowledge and proficiency with computer software programs is helpful.

Graduate Assistant Outcomes: The Graduate Assistant will be able to:

- Enhance professional skills, including oral and written, serving as an assistant to program revision and development efforts.
- Develop program planning, coordinating and implementation skills.
- Gain experience working directly with undergraduate students and community organizations.
- Conduct community outreach.
- Gain knowledge of the community and public health, and wellness fields.
- Development of research, data analysis and presentation skills.

Submit application, resume and cover letter to:

1. Dr. Jason Sawyer, Coordinator BS in Wellness and Exercise Science, jsawyer@ric.edu

Rhode Island College

Health and Physical Education Department

Website: <http://www.ric.edu/healthphysicaleducation/Pages/default.aspx>

Dr. Carol Cummings, Chair