Alcohol & Other Drugs Student Coordinator  
Dickey Health and Wellness Center  
Fall 2013

This position will include leading both the Watch Your BAC and Rx Factor campaigns. Watch Your BAC (blood alcohol concentration) aims to educate students on the potential dangers of high-risk alcohol consumption and influence alcohol norms. The objective is for students to understand the concepts behind and benefits of self-monitoring their alcohol consumption, such as correct drink equivalent education and moderation techniques. The Rx Factor is a prescription drug abuse awareness, safety and education program.

Responsibilities:
- Report progress of both groups in weekly Wellness Center staff meetings
- Refer to the Wellness Coordinator on any programming plans
- Meet weekly with the DACCO representative, Holly Cummings
- Participate in campus-wide Live Well UT programming (i.e. Energii Wellness Symposium, Pirate Fest Gasparilla Safety Fair, etc.)
- Participate in CEDARS meetings
- Remain educated on the fundamentals and up-to-date with current research and news relating to alcohol and prescription drug abuse
- Manage online social media such as Facebook; engage students to ‘Like’ the page
- Coordinate and organize the running of print or screen ads such as Minaret, and LCD on campus with the Marketing student coordinator
- Inform students and build support for Watch Your BAC through bi-weekly “Happy Hours” (Vaughn tabling)
- Coordinate with the Conduct Office for students in need of specific education and service hours
- Sustain and build the Watch Your BAC and Rx Factor community coalitions on and off campus

Skills:
- Serve as a campus and community engager, leader and role model
- Ability to work with confidential material
- Develop emails in a professional manner
- Sharp knowledge in, and professional use of, online social media
- Expert with Microsoft Word, Excel and PowerPoint
- Excellent communication skills, including comfort with public speaking
- Ability to work on projects both individually and in a group