Wellness Department

Student Coordinator of Breathe Easy and Disjointed (for Fall 2014)

Job Description
The Student Coordinator of Breathe Easy and Disjointed is responsible for creating educational programs to educate the campus community of the dangers of tobacco use and marijuana.

General Duties and Responsibilities

- Create aesthetic promotional materials
- Attend Wellness-associated events and programs to represent, support and provide feedback
  - Including but not limited to: Energii, Pirate Fest, Freshman Orientation, Initiatives’ and Resource Team’s events
- Participate, plan and execute Great American Smoke Out and Kick Butts Day on campus; such as scheduling volunteers, ordering product giveaways, training Public Health students to use Spirometers and CO monitors.
- Schedule, lead, and send email reminders and meeting minutes for the Breathe-Easy UT’s monthly task force meetings
- Sustain and build Breathe-Easy community coalition on and off campus, such as applying for grants or inviting new members
- Mobilize students to support and/or inform them about Breathe Easy UT through bi-monthly tabling in Vaughn lobby
- Develop and design information cards to inform UT community on latest Tobacco policies.
- Collaborate with SNA and Student Health Center for on campus tobacco prevention initiatives
- Attend and report to monthly tobacco-free partnership on UT’s tobacco progress
- Develop and maintain DisJointed an education campaign focusing on educating the campus community on the effect of marijuana.
- Professionally represent the Office of Wellness at all times
- Attend weekly Wellness Coordinator meetings

Requirements
- Ability to work independently and motivate self to accomplish work
- Ability to work in a team-oriented environment
- General knowledge and participation of Wellness programs on the University of Tampa campus
- Willingness to work a flexible schedule with 10-12 hours of work per week and log these hours on a weekly time sheet (Student Employment and Federal Work Study students are eligible to apply)
- Serve as a campus and community engager, leader and role model
- Ability to work with sensitive and/or confidential material