

STUDENT POSITION DESCRIPTION

SAFETY PEER EDUCATOR

Hiring Department: Administration/Safety Education

Supervisor: Marilyn Russell

Application Deadline: As Advertised

Hours per week: 8 – 10, with potential for additional shifts for special projects. Evening and weekend hours required

Length of appointment: August through May with potential to continue over the summer. \$9.10 per hour.

POSITION OVERVIEW

Assist with the development and implementation of safety awareness and education efforts; develop presentations to assist registered student organization/sponsored student organization members and leaders in understanding safety topics and issues. Through these efforts, peer educators will support the global initiative of promoting a campus climate of safety.

STUDENT LEARNING ASSOCIATED WITH THIS POSITION

1. **Humanitarianism and Civic Engagement** – Gain an understanding and appreciation for individual differences, and develop a sense of global citizenship.
2. **Intrapersonal/Interpersonal Development** – Be able to articulate your personal talents, skills, values and act with integrity while managing conflict and working collaboratively with teams.
3. **Personal and Professional Competence** – Learn to communicate effectively, pursue goals and maintain well-being.
4. **Learning, Application, and Integration** – Acquire, process, and connect information to make decisions.
5. **Critical Thinking and Problem Solving** – Learn how to identify issues, reflect, and creatively develop solutions.

REQUIRED QUALIFICATIONS

- Anticipated enrollment for the upcoming semester at UT Austin as an undergraduate or graduate student for at least 6 hours
- Excellent verbal (public speaking) and written communication skills
- Minimum GPA of 2.30 at the end of the upcoming semester and maintain this minimum for every semester thereafter
- Flexible schedule to accommodate daytime, evening, and weekend work
- Ability to work independently and solve problems
- Project a professional demeanor
- Strong organization skills and attention to detail
- Ability to work on a team
- Authorization to work in the United States of America

PREFERRED QUALIFICATIONS

- Experience working with diverse students
- Experience working with student organizations
- Work-study status

DUTIES AND RESPONSIBILITIES

- Complete initial peer educator training and participate in on-going trainings as scheduled

- Facilitate safety education workshops and presentations for registered student organizations/sponsored student organizations
- Serve as a positive role model
- Create marketing materials for information campaigns (e.g. electronic communications, digital sign slides/ads, bulletin boards, etc.)
- Assist in the development of program materials and evaluations (e.g. surveys, focus groups, etc.)
- Provide information regarding referrals to appropriate university units
- Develop relations with registered student organization/sponsored student organization officers and advisers to ensure program safety education is addressing registered student organization/sponsored student organization needs
- Contribute to the development and implementation of safety education outreach activities
- Perform other duties as assigned

HIRING PROCESS

1. Hiring for this position generally occurs at the end of the fall and spring semesters but may occur throughout the year on an as needed basis.
2. Complete the student employee application on HornsLink.org
3. If selected, an in-person interview with the hiring manager will be scheduled within approximately two weeks.
4. Offers will be made to successful candidates via telephone.