

Center for Alcohol and Other Drugs Resources and Education

Prevention Education

Overview

The Graduate Assistant (GA) for the Center for Alcohol and Other Drugs Resources and Education (CADRE) is responsible for implementation of prevention programs related to alcohol and other drug use. This position primarily involves programming for prevention education and awareness events. The position will also require various logistical, supportive, and administrative tasks. The position is part-time (20 hours per week/10 months) and is supervised by the Coordinator of Alcohol and Other Drugs Prevention Education.

Responsibilities

Primary responsibilities include assisting the Coordinator of Alcohol and Other Drugs Prevention Education in the creation and implementation of Alcohol and Other Drug presentations focused on harm reduction, informed decision making, and support for students who are non-drinkers.

- Give presentations to campus groups: classrooms, residence halls, sports teams, Fraternity and Sorority Life, etc.
- Take an active role in planning and implementing National Collegiate Alcohol Awareness Week through development of a marketing campaign, development of activities, and management of events.
- Assist with the planning and execution of Well-o-ween and St. Patrick's Day activities.
- Co-advise Special Interest Houses that are overseen by the Coordinator of Alcohol and Other Drug Prevention Education.
- Be present at events sponsored by the office.
- Research current trends and best practices.
- Collect assessment data from participants and assist in sharing the results with staff and collaborators.
- Serve on the Alcohol Advisory Group and Recovery Advisory Council.
- Assist in maintaining the social media networks of the office.
- Expected to work some nights and weekends to better assist with campus programming.
- Other duties as assigned.

Professional Development Opportunities

- Serve as an advisor for one or more student groups..
- Serve on various departmental and divisional committees.
- Attend professional development meetings and conferences.

Remuneration

- Competitive stipend.
- Tuition Remission – Up to 24 credit hours, not to exceed \$14,686/academic year.
- Health Care: Offered enrollment in University of Dayton health care plan as applicable to Graduate Assistants.

For more information, contact:

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