**Department of Recreational Sports**

**Wellness Ambassador (Advancement & Assessment)**

The Department of Recreational Sports at Oregon State University is committed to achieving excellence through cultural diversity and actively encourages applications from women, persons of color, and individuals from other underrepresented groups. Interview questions will be developed based on the information in this job description. This position is available to individuals that demonstrate exceptional leadership skills, understanding of risk management and have maintained clean and positive employee files.

Department of Recreational Sports Mission Statement:

We strengthen the University by providing quality recreational and educational opportunities that foster healthy living.

Definition and Purpose:

The Advancement Team at Recreational Sports generally works to encourage well-being and healthy behaviors in the OSU community. Through visual displays, social media forums, and personal interaction, the team invites/welcomes all students, connects them with others who share an interest, and engages them in recreational activity.

The Wellness Ambassador specifically contributes to this work by planning and delivering wellness campaigns and representing Recreational Sports at campus events.

Department of Recreational Sports Employee Expectations:

* Model, promote and consistently enforce policies for the Department of Recreational Sports.
* Maintain written and oral communication with other staff members, supervisors and administrative staff.
* Maintain required certifications.
* Attend orientations sessions, staff meetings and in-service trainings.
* Maintain and promote a safe and fun environment for all participants and staff.
* Provide quality customer service to all patrons.

Position Duties and Responsibilities:

* Campaign for Wellness Education:
  + Brainstorm strategies to engage the OSU community in RecSports’ activities and wellness practices
  + Gather student input regarding wellness initiatives
  + Plan, coordinate, and deliver activities, promotional materials and social media posts to increase awareness of RecSports’ programs/services and general well-being
  + Establish and maintain working relationships with student groups across campus through regular visits and communication
* Consciously support department branding efforts
* Assist with the marketing of student Wellness Coaching
* Represent the department at special campus events and information fairs
* Conduct tours of the facility
* Conduct assessment for customer needs and satisfaction

Preferred Work and Extracurricular Experience:

* Proficiency with the following software/interface: MS Office Suite (Word, Excel, etc.); New Media (primarily Facebook).
* Demonstrated ability to organize and complete tasks.
* Demonstrated ability to work independently and as a team.
* Demonstrate proficiency at engaging others in conversation.
* Excellent oral and written communication skills.
* Awareness and appreciation of individual uniqueness and diversity.

Education:

Must be a currently enrolled system/non-system student.

Certifications:

First Aid, CPR/AED for the Healthcare Provider and DRS Bloodborne Pathogens certifications will be required before employment begins.

Period of Employment:

One academic year (continuing employment is contingent on satisfactory completion of a 30 day probationary period and satisfactory job performance as evaluated by immediate supervisor). 8-15 hours per week. Early morning, late night, and weekend hours may be required.

Compensation:

Student employees are paid an hourly wage consistent with the OSU Student Employment Pay Rate Guidelines. The Department of Recreational Sports identifies pay ranges based upon job duties, level of responsibility and complexity of the work to be performed.