Job Title: Graduate Assistant, Nutrition & Wellness

Overview: Join one of the most dynamic collegiate recreational sports program in the country. We are committed to our mission – to enhance the quality of life at Purdue and to provide intentional recreation and co-curricular experiences for our student employees and participants that promote lifelong learning and an appreciation for a healthy lifestyle. We are also committed to live our values; Celebrate Differences, Optimize Resources, Remember our Customer, Educate Always, and Collaborate. Our award-winning facilities afford us the opportunity to serve as a model for student development and learning.

Position Description: Purdue University Division of Recreational Sports is seeking qualified applicants for a 2-year Graduate Assistant that requires 20 hours per week on an established schedule that fits with the student’s course demands. The GA will report directly to the Assistant Director, Nutrition Education Programs and work collaboratively with other professional staff to assist in the management of all areas of wellness; focusing primarily on nutrition. The GA will also be responsible for the oversight of our Twitter account @BoilerWellness. This position will also serve as a role model and provide leadership to all wellness student interns and staff. The candidate will be afforded a variety of opportunities within the Division of Recreational Sports including, but not limited to; CPR Instructor Certification, special event management, participation in division-wide student hiring, and a Grad Assistant Development Series.

Program Highlights and Initiatives: The Wellness team is led by three full-time professionals and two Graduate Assistants. Our student staff team is comprised of approximately three student assistants and interns and 10 Cooking Instructors. We collaborate with the Purdue Student Health Advocates (PSHA), a registered student organization, to offer programs and promote healthy lifestyles by advocating for, educating, and empowering Purdue students.

Our Wellness area offers a variety of programs and services to help patrons achieve their health and wellness goals. We offer wellness workshops, wellness presentations, nutrition counseling, cooking demonstrations, and more. The Wellness Suite also serves as home to our Massage Therapy Program, which is staffed by three part-time licensed massage therapists.

Responsibilities:

- Develop, implement, and evaluate nutrition presentations to Purdue affiliates
- Provide Purdue students with diet analysis service, including energy needs and general diet recommendations
- Aid in implementation of yearly awareness campaigns such as National Eating Disorders Awareness Week and National Nutrition Month
- Administer “Ask the Dietitian” question and answer board on Recreational Sports’ website
- Oversee and provide educational content for Twitter account
- Identify needs/interests (related to job-specific content area) of Purdue students through various formal and informal techniques, including surveys, data analysis and focus groups
- Establish program goals and objectives based on student needs/interests and our mission. Work collaboratively with campus partners and student organizations to assist in these endeavors
- Work collaboratively with all Wellness, Recreational Sports Staff and PSHA members to identify and/or develop content-specific methods and activities to accomplish program goals and objectives
- Provide continuous program evaluation through various formal and informal feedback techniques/maintain program statistics
- Aid in the professional development of office student workers by developing/implementing professional development sessions, talks, and/or opportunities
- Work collaboratively with marketing team to develop appropriate marketing techniques for programs and services to include website, digital marketing, print, social media
• Collaborate/network with other professionals at the local, state, regional, and national levels, as appropriate
• Attend and participate in Recreational Sports and Wellness staff meetings and designated department activities
• Perform other related duties, as assigned

Qualifications:
Bachelor’s Degree (Dietetics, Nutrition, Health Promotion, Health Communication, Health Education, Health & Kinesiology, or related field preferred)
Admittance to Graduate School at Purdue University
Solid understanding of nutrition and wellness, especially as it relates to the college population
Strong desire to gain knowledge and experience in all areas wellness programming

Salary & Contract Dates: The 9-month assistantship provides a salary of approximately $1,690 per month along with a remission of all but a portion of tuition and fees (approximately $900 per semester). Appointment dates are August 15, 2016 through May 12, 2017 and contract is renewable upon successful academic and professional progress.

To Apply: Send cover letter, resume with GPA, and names/contact info of at least three references to:

Michelle Singleton
Assistant Director, Nutrition Education Programs
Purdue University Division of Recreational Sports
355 North Martin Jischke Drive
West Lafayette, IN 47907
765.494.1716
msingleton@purdue.edu

Preferred application deadline is February 7, 2016 and applicant review will continue until position is filled.

Purdue University is an Equal Access/Equal Opportunity/Affirmative Action Employer fully committed to achieving a diverse work force.