Binghamton University – University Counselor Center
Graduate Assistantship – Mental Health Outreach

The University Counseling Center is dedicated to promoting psychological wellbeing that enriches personal and academic growth. The Counseling Center provides individual and group psychotherapy, referral services, consultations and psycho-educational programs. The staff consists of psychologists and social workers as well as clinical interns who serve students year round.

The graduate assistant works to support the University Counseling Center’s goal to meet the goals of increasing awareness and decreasing stigma of mental health issues and promoting prevention efforts through outreach initiatives.

**Description of Duties**

- Responsible for creating and delivering programming on mental health topics to the campus population which may include tabling, classroom presentations, residence halls programming, etc.
- Responsible for advertising programs by print, flyer/display, or multimedia venues
- Responsible for assisting with the undergraduate internship class which could include assisting with lectures, grading, and consulting with students who need help with course work or internship duties (holding office hours)
- Responsible for responding to requests for outreach requests in a timely and professional manner
- Responsible for updating and organizing existing outreach materials
- Assist and help coordinate recruitment of Fall 2015 interns, including helping to obtain an application pool, conducting interviews, and making final selection of the interns
- Assist with the development of a suicide prevention program
- Serve on committee(s) related to your job description
- Assist in creating and/or maintaining social media websites
- May also have some administrative duties as needed
- Some evenings and weekends will be required; will be given advance notice.

**Qualifications**

- Must be accepted into a Binghamton University graduate program for the 2016-2017 academic year
- Bachelor’s degree required. Educational background in counseling, social work, psychology, human development, sociology, or education preferred
- Experience in one or more of the following highly desired: non-profit, education/teaching, working with young adult populations, mental health field, or in higher education
- Successful candidates should possess:
  - Good time management skills
  - Strong public speaking experience
  - Excellent interpersonal skills
  - Cultural competency with diverse populations
  - Able to communicate effectively both orally and in writing
  - Ability to work well in groups and individually
  - Adaptability and a willingness to help build new initiatives
  - Proficiency in Microsoft Office products
  - Leadership or teaching experience a plus
  - Social media and visual marketing experience a plus

**Stipend**

This assistantship includes a base stipend for the academic year of $9,400, paid biweekly. This position is represented by the Graduate Student Employees Union (GSEU) and the stipend includes all potential union-
negotiated raises applicable for the academic year. Twenty hours of work per week is expected. This position requires some night and weekend hours. Tuition scholarships may be available.

**To Apply:** Persons interested should submit the general application on the Student Affairs website, resume, letter of interest summarizing qualifications and relevant experience, and contact information for two (2) references to LeAnna Rice at lrice@binghamton.edu.