Binghamton University – Alcohol and Other Drug Programs and Services
Graduate Assistantship

Alcohol and Other Drug programs and services (AOD) works with campus and the community to provide support and education relating to substance issues. The office provides outreach, assessment, and brief counselling to the campus at large. We are also often called upon to serve as a knowledge base for substance related issues that may arise. We are prevention and support focused. Our mission is to help keep students on track by provide risk awareness and harm reduction, as well as to assist those who find themselves in need of support to getting back on a track due to an issue involving substance use.

Description
The AOD Office is seeking two graduate students to fill Graduate Assistantship positions (GA). Anticipated educational outcomes include experience developing basic motivational interviewing skills; constructing, supporting, implementing, and assessing outreach programs developed within our office or in conjunction with other campus-community entities; experience working with campus, community, state, and federal regulations and applying them effectively in a higher education setting; and developing working relationships with other campus stakeholders to create effective collaboration.

Students must be accepted into a Binghamton University Graduate program for the 2017-2018 academic year. Preference is given to those enrolled in Student Affairs Administration.

Duties and Responsibilities
• Become trained in and ultimately lead motivation interviewing sessions with students focusing on substance related issues
• Develop branding/marketing and outreach information for the AOD office and help to promote departmental services to university community
• Research best practices for handling Alcohol and Other Drug (AOD) policy, make recommendations for university policies and institutional decision making
• Assist with compiling data
• Assist programming and other efforts
• Lead programming efforts to disseminate information and campaigns driven by this office

Qualifications
• Strong interpersonal skills
• Strong organizational skills and ability to manage multiple priorities
• Ability to work interdependently with professional staff, other graduate students, and undergraduate students
• Ability to update web-based materials

Stipend
This assistantship includes a salary 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.

TO APPLY
Persons interested should submit the general application on the Student Affairs website, resume, letter of interest summarizing qualifications and relevant experience, and the names and contact information for two (2) references to Bridget McCane-Saunders, bmccane@binghamton.edu.