

**UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN  
COUNSELING CENTER**

**PRE-PROFESSIONAL GRADUATE ASSISTANTSHIP**

**Position Title:**

Pre-professional Graduate Assistant for the Counseling Center with an emphasis on Alcohol and Other Drug Prevention and Awareness

**Type of Position:**

33% to 50% graduate assistantship, nine months, beginning August 16, 2024. This position is a pre-professional graduate assistantship (PGA) geared for students in Clinical Psychology, Community Health, Counseling Psychology, Educational Policy Organization and Leadership, Educational Psychology, Medical Scholars, Nutritional Sciences, Psychology, Social Work, Special Education, Speech and Hearing Sciences, or other approved academic programs that would meet qualifications for a pre-professional experience.

**Description:**

This PGA will provide general counseling center outreach and prevention programming. The PGA will also provide assistance with general counseling center operational needs. The PGA will support the Counseling Center Alcohol and Other Drug Program in multiple aspects of administering prevention and awareness, as well as assisting in program evaluation. A comprehensive knowledge of student development and its relationship to student behavior in a social environment will support this candidate's success.

**Duties:**

- Conduct general outreach and prevention programming for the Counseling Center
- Provide regular assistance to general counseling center operational demands
- Assist in the recruiting, training, and coordination of peer educators
- Assist in the supervision of Harm Reduction Peers (HaRP) and AOD Outreach paraprofessionals
- Perform outreach and educational efforts as directed by the Counseling Center's Alcohol and Other Drug Program including large scale prevention for new and transfer students, ACEIT
- Contribute to ongoing development and maintenance of outreach materials.
- Participate in supervision of Counseling Center Paraprofessionals (CCPs) in outreach roles and skill building workshops
- Other duties as assigned.

**Qualifications:**

Graduate student in Clinical Psychology, Community Health, Counseling Psychology, Educational Policy Organization and Leadership, Educational Psychology, Medical Scholars, Nutritional Sciences, Psychology, Social Work, Special Education, Speech and Hearing Sciences, or other approved academic programs that would meet qualifications for a pre-professional experience. Experience with designing and implementing skill building workshops and working with groups is desirable. Knowledge and understanding of culturally competent programming is desired. Qualified candidates will also have supervision experience. Availability during the Counseling Center's business hours (Monday, Tuesday, and Friday 8 am to 5 pm; Wednesday and Thursday 8 am to 7 pm). Must also be flexible to work some evenings and weekends.

Preference will be given to students with prior experience working in the alcohol and other drug area and with experience in peer education and outreach. Some experience with wellness issues is helpful. Professional level of responsibility, awareness, and willingness to work irregular hours is required.

**Compensation:**

Commensurate with current university policies on graduate student stipends and fee waivers. **All applicants will be required to fill out a FAFSA form to assess eligibility for Federal Work Study Assistantships.**

**Application Procedure:**

Review of applications will begin immediately and will continue until the position is filled. To apply for the position please complete the form found at <https://forms.illinois.edu/sec/702301541>.

If you have any questions regarding the application process, please email Mary Barker, Human Resources Associate, [mdietz@illinois.edu](mailto:mdietz@illinois.edu)