

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

**PRE-PROFESSIONAL GRADUATE ASSISTANTSHIP**

**Position Title:**

Pre-professional Graduate Assistant for the Counseling Center with emphasis on the Paraprofessional Program

**Type of Position:**

25% to 33% 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 qualification 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. In addition, the PGA will assist the Coordinator of the Counseling Center Paraprofessional (CCP) program with the programmatic and administrative components of the CCP area.

**Duties:**

- Conduct general outreach and programming for the Counseling Center.
- Provide regular assistance to general counseling center operational demands.
- Supervise CCP projects and outreach activities such as Tuesday @ 7 workshops.
- Assist the program coordinator in the administration and organization of the CCP program.
- Assist with developing and implementing successful and creative marketing strategies for programmatic offerings.
- Participate in supervision of Counseling Center Paraprofessionals (CCPs) in outreach and psycho-education roles.
- 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 psycho-educational workshops, and working with groups is desirable. Knowledge and understanding of culturally competent programming is required. Qualified candidates will also have supervision experience. Preference will be given to students with prior experience working with a peer education, peer advisement, or peer facilitation program. 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.

**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)