

**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 Technology-Based Outreach and Communications

Type of Position:

33 to 50% graduate assistantship, nine months, beginning August 16, 2024. This position is a pre-professional activity for students in Communication, Advertising, 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:

Works with and under the Media Communications Coordinator in all facets of service development, delivery, and administration of technology-based outreach and communications from the Counseling Center.

Duties:

- Conduct general outreach and prevention programming for the Counseling Center.
- Provide regular assistance to general counseling center operational demands.
- Meet regularly with the Media Communications Coordinator.
- Assist in the creation of Counseling Center social media content (for Facebook, Twitter, Instagram, YouTube, and TikTok).
- Assist in maintaining and updating Counseling Center website content.
- Participate in supervision of Counseling Center Paraprofessionals (CCPs) in outreach roles and skill building workshops.
- Other duties as assigned.

Qualifications:

Graduate student in Communication, Advertising, 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 in a mental health setting is desirable. 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