



UNC CHARLOTTE
Center for Wellness Promotion

Interpersonal Violence (IPV) Prevention Graduate Assistantship

Reporting to the Interpersonal Violence Prevention Specialist in the Center for Wellness Promotion, the IPV Prevention Graduate Assistant provides direct assistance to the Interpersonal Violence Prevention Specialist on prevention, education, and outreach initiatives to prevent sexual assault, relationship violence, and stalking; promoting healthy masculinity; and related topics.

Duties

1. Assist with the planning, implantation and assessment of health education workshops, trainings, and large scale awareness events focused topics such as sexual assault, relationship violence, stalking, consent, healthy masculinity, etc. Some of these programs include Denim Day, Domestic Violence Awareness month activities, Take Back the Night, and others.
2. Provide direct support to the Interpersonal Violence Prevention Specialist on projects and initiatives
3. Assist with delivery of grant-funded projects and other campus initiatives focused on interpersonal violence prevention.
4. Participate in the campus Interpersonal Violence Prevention and Education Committee, which brings together campus partners, community members and students to plan and carry out large scale events
5. Provide assistance to the Center for Wellness Promotion as directed
6. Other duties as assigned

Additional Opportunities

The IPV Graduate Assistant may have additional opportunities to:

1. Participate in the campus and community interpersonal violence prevention coalitions, committees, etc.
2. Attend professional development opportunities

Performance Expectations: Knowledge, Skills and Abilities

- Adhere to all departmental and University policies and procedures
- Familiarity with Microsoft applications
- Experience with SPSS (or other statistical software) preferred; along with interest and experience with data analysis
- Strong organizational skills and ability to multi-task in a fast-paced environment
- Strong interpersonal communication skills
- Maintain office hours and work schedule reflective of departmental needs
- Ability to work independently and autonomously as appropriate to the task
- Creativity, initiative-taking and flexibility
- Critical thinking and problem-solving abilities with an openness to learning
- Ability and willingness to give and receive constructive feedback.
- Fulfill the duties outlined in the position job description, and meet reasonable verbal and written expectations given by the supervisor and CWP staff
- Refrain from working on other responsibilities (homework, personal e-mail, other jobs you may have) during your work hours

Qualifications

- Must be a full-time graduate student enrolled at UNC Charlotte in good academic standing. Students in any degree program will be considered, though students studying (or with significant experience in) public health, social work, counseling psychology, or other human service fields may be better qualified.

Hours and Compensation

- This Graduate Assistantship is a 20-hour per week position for the entire academic year and is paid at the approved graduate assistant stipend.
- The CWP requires (with rare exception) all Graduate Assistantships to complete a paid multi-day orientation and training the week prior to classes starting. Pay for this training is in addition to the assistantship stipend listed above
- This position may require evening and weekend hours on occasion

Application Procedure and Interview Process

Please complete the online application, where you will upload your cover letter, Resume, and other requested supporting documents.

Candidates selected for interview will be scheduled for an interview members of the Center for Wellness Promotion team.

Questions

Please call the Center for Wellness Promotion at 704-687-7407 for if you have questions or if you would like additional information. Information about the CWP is also available on our website at www.wellness.uncc.edu. We appreciate your interest!