

Job Description: CAMPAIGN ASSISTANT

The Stall Seat Journal

About the *Stall Seat Journal*

The *Stall Seat Journal* is a social norms marketing public health campaign produced by the Office of Health Promotion in Student Health and Wellness. The goal of the *Stall Seat Journal* is to empower UVA students to make healthy choices by (1) correcting misperceptions about college health issues and (2) providing accurate information about minimizing risks, accessing resources, and supporting others. Campaigns Assistants, student Graphic Designers, a student Editor, and Office of Health Promotion staff produce and distribute one issue each month of the academic year. Posters are displayed in every bathroom stall in first year and transfer student residence halls, as well as libraries, Newcomb Hall, and Student Health and Wellness.

Campaign Assistant Duties:

1. Provide input on content and design at group workshops three times per month.
2. Distribute campaign posters and maintain frames in bathroom stalls in assigned locations once per month.
3. Other occasional duties can include drafting, editing, helping with evaluation, or supporting special events.

Expectations:

- Be an undergraduate student at UVA for the entire academic year, and be present in Charlottesville both semesters.
- Be present in Charlottesville to attend required training and begin work (full day) on Thursday, BEFORE classes begin.
- Attend three 1-hour workshops per month at a day and time mutually agreed upon by team. Contribute to work team activities in a positive way, and be open to discussing sensitive issues related to well-being and health.
- Ensure posters are properly installed in all assigned bathroom stalls. Be available to install posters for up to 4 hours between 8 am and 4:30 pm on one specified Friday per month (exact times are flexible). Carry a bag of posters weighing about 15 pounds while walking around Grounds for 2-4 hours during installations.
- Abide by all department and University policies when functioning in work role. Use access privileges responsibly and respectfully, ensuring security of keys and codes.
- No prior knowledge or specialized skillset is expected for this position.
- Work no more than 20 hours per week total through all UVA employment.

Benefits:

- Pay of \$12 per hour. CAs work an average of 6 hours per month.
- Have fun and make a positive impact. Participate on a dynamic team working to improve student well-being.
- Learn! Develop personal, interpersonal, and career skills. Gain knowledge of health issues and health promotion theory.
- Get perks like a cool t-shirt, new friends, and plenty of exercise hanging posters.

For more information, contact stall_seat_journal@virginia.edu

Application: CAMPAIGN ASSISTANT The Stall Seat Journal

Application Process:

1. Submit (1) application and (2) resume to stall_seat_journal@virginia.edu
2. Finalists participate in an interview
3. Decisions and offers sent on a rolling basis

Name	
Email Address	
Phone Number	
Anticipated Graduation Date	
Gender	(CAs are assigned to bathrooms according to gender)

Activities and Commitments

Time commitment is an important consideration for this job. Please list your other extracurricular and employment activities for the academic year.

Activity	Nature of Commitment or Level of Involvement

Open Questions

Please answer the following questions in less than 250 words each.

1. *Why are you interested in working as a Campaign Assistant with the Stall Seat Journal?*
2. *What skills and strengths can you contribute to the position? What do you hope to learn from the experience of working with the Stall Seat Journal?*
3. *What role, activity, or skill have you learned how to do quickly? Please explain.*
4. *This position involves discussing diverse perspectives, offering ideas, and responding to feedback in a team setting. Please describe your strengths in contributing to a team in respectful, positive, and constructive ways.*
5. *A critical responsibility of this position is to hang posters in bathrooms in residence halls and other common areas. Do you have any concerns about this responsibility?*