

Health & Wellness Ambassador Job Description



The Health & Wellness Ambassadors program is a core element of the Integrated Health and Wellness model at RISD. The Ambassadors are a diverse cohort of students who provide peer-health and wellness education to the RISD community. As a cohort, Ambassadors serve as leaders and role models who support their peers in developing sustainable skills as they create their personal definition of wellbeing. Ambassadors are certified peer-educators who develop tangible, professional, and health education skills.

MISSION to provide creative, non judgemental, and inclusive peer health education for RISD students as we develop sustainable skills and create our personal and communal definitions of wellbeing.

VISION A RISD community where the cultivation of sustainable, personalized actions that support our health, happiness, and wellbeing are recognized as a keystone to our artistic aspirations.

VALUES Accountability | Creativity | Equity | Inclusion

GUIDING PRINCIPLES Accessibility | Anti-Racism | Body Positivity | Community Oriented | Cultural Inclusivity | Education | Environmentally Friendly | Feminist | LGBTQIA+ Inclusivity | Sustainable

Position Overview

Ambassador Responsibilities

This is the main description of responsibilities, however there may be times that Ambassadors are assigned other duties in order to support their community and the department.

General Responsibilities

- Attend and participate in all mandatory meetings, training, and events.
- Complete all Continuing Education (CE) requirements
- Staff and represent the cohort at campus events, information tables, and Ambassador programs
- Uphold a non-judgemental and compassionate educational environment
- Provide culturally competent and inclusive content
- Work collaboratively with the Cohort and community
- Assist with programs provided by the Health Education and Promotion Office

Administrative Responsibilities

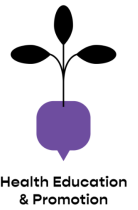
- Review Ambassador Slack channels and RISD email at least twice daily and respond to all messages within 24 hours
- Submit timesheets on-time and accurately each pay period
- Complete administrative tasks accurately and maintains organized administrative folders and binder

Programming Responsibilities

- Participate in at least 4 events per semester
- Develop programs, including their curriculum, and learning outcomes
- Plan and oversee logistics for all programs
- Facilitate programs individually and as a cohort
- Evaluate engagement and program efficacy

Community Outreach

- Build relationships with campus departments, student organizations, and providence based organizations
- Design content for the Ambassador Instagram account (@wellnesswithrisd)
- Create promotional materials using the Ambassador branding
- Represent the Ambassador program during campus conversations, at events, or during community in initiatives
- Serve as a liaison between students and the administration



Campus wide Education

- Identify and address health and wellness needs on campus through educational initiatives
- Develop educational tools for the community

Eligibility

All students, graduate and undergraduate, are eligible to apply for an Ambassador position. Any interested student must meet the following requirements:

- Enthusiastic about health and wellness
- Willingness to grow and learn-
- Enrolled RISD student
- Maintains a 2.5 GPA
- Follows RISD's student code of conduct
- Attends pre-position trainings and orientation

Time Commitment

The Ambassador program is not a traditional "9-5" position and Ambassadors can expect the days and times that they work to vary on a weekly basis. On average Ambassadors will work 8 hours per week throughout the semester.

- Full year position: Fall, Wintersession, Spring semesters
- On average 8 hours per week: Weekday, Weeknight, and Weekend hours
- Weekly Staff Meetings: **2 Hours once per week**
- 1:1 Supervision Meetings: At a mutually agreed upon time
- Participating in Common Student Leader Training and Certified Peer-Educator Training

Ambassador Expectations

Ambassadors are role models and leaders on campus and they are expected to demonstrate respectful and compassionate behavior that is in accordance with RISD student conduct policies at all times. To maintain good standing with the Health and Wellness Ambassador program they must:

- Fulfill all responsibilities as outlined in the Job description and contract
- Arrive on time and be actively present at all Amb obligations
- Take initiative and be proactive
- Provide adequate notice of absence, missed dead needed extensions (as early as possible but no late 24 hours in advance, barring an emergency)
- Center social equity and inclusion
- Work and complete responsibilities independently limited supervision
- Practice self-care and strong boundaries
- Be willing to be challenged, to grow, and to learn- even when it's uncomfortable
- Act as a role model and leader at all times, including outside of formal Ambassador obligations
- Work within the limitations of the position
- Treat themselves, each other, and all community members with respect and humanity
- Be true to themselves, their truth, needs, and aspirations

Benefits of the Position

Ambassadors will have access to personal and professional development opportunities throughout their term. These skills will serve you beyond your time at RISD as they can be applied in many different fields and professional experiences.

- Paid Student Employment
- Certified Peer-Educator (NASPA)
- Public Speaking and Facilitation
- Bystander Intervention
- Event Planning
- Health Education