Definition of Class
This is a professional position in which the incumbent coordinates a comprehensive health education program for the university community, promotes healthy behavior, and serves as an information resource to various groups. The incumbent ensures success of programs by exercising discretion and independent judgment.

Examples of Work Performed
Plans, develops, and implements programs to promote health and wellness of the university community that range from large-scale awareness events to small group meetings.

Conducts annual review of health education programs and implements necessary changes.

Develops and disseminates marketing materials for all events.

Counsels students, faculty, and staff concerning health issues.

Maintains health resources and educational materials.

Serves as liaison between Student Health Services and the university community.

Advises and trains peer education groups. Recruits, interviews, and selects peer educators and schedules programs, presentation, and events.

Gives professional presentations on health and wellness topics to a wide variety of audiences.

Performs related or similar duties as required or assigned.

Essential Functions
These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring Department.

1. Coordinates comprehensive health education program for the university community.

2. Maintains health resources and educational materials.

3. Selects, trains, and supervises health peer educators.

Minimum Qualifications
These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the
position. Any request to substitute related education or experience for minimum qualifications must be addressed to The University of Mississippi's Department of Human Resources in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

**Physical Requirements:** These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

**Physical Exertion:** The incumbent may be required to lift up to approximately 25 pounds.

**Vision:** Requirements of this job include close vision.

**Speaking/Hearing:** Ability to give and receive information through speaking and listening.

**Motor Coordination:** While performing the duties of this job, the incumbent is frequently required to sit. The incumbent is periodically required to talk and hear. The incumbent is occasionally required to stand; walk; use hands to finger, handle or feel objects, tools or controls; reach with hands and arms; and stoop, kneel, crouch or bend.

**Experience/Educational Requirements:**

**Education:**
Bachelor’s degree in health promotion, health education or a related field from an accredited college or university.

AND

**Experience:**
One (1) year of experience related to the above described duties.

**Substitution Statement:**
Related experience may be substituted for education, on a basis set forth and approved by the Department of Human Resources.

**Interview Requirements**
Any candidate who is called for an interview must notify the Department of Human Resources in writing of any reasonable accommodation needed prior to the date of the interview.

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