ASCSU Job Description
Associated Students of Colorado State University

**Deputy Director of Health**

Shall receive compensation of $3700 over Fall and Spring semester combined.

**General Eligibility:**
All applicants for the Deputy Director of Health shall be students enrolled in at least one (1) on-campus credit at Colorado State University and that are in good standing with ASCSU and CSU at the time of their appointment. They shall maintain this standing and enrollment status throughout their term of office. Applicants should have a GPA of 2.25 minimum, but 2.5 cumulative preferred.

**General Responsibilities:**
The ASCSU Deputy Director of Health is responsible for promoting health and safety through education and awareness for all aspects of students’ lives at Colorado State University. The Deputy Director of Health shall serve to promote initiatives to reduce student food insecurity. It is important that the Deputy Director of Health is familiar with health and food security initiatives on-campus, at-risk populations regarding health and safety, and different ways to reframe mainstream conversation regarding the well-being of others.

**Supervision:**
The Deputy Director of Health is directly accountable to the Students of Colorado State University via the President of ASCSU, Vice President of ASCSU, Deputy Chief of Staff, Chief of Staff of ASCSU and the Director of Health.

**Job Specific Tasks and Responsibilities:**
- Contribute a minimum of 10 hours throughout the workweek, 5 hours of which are required inside the ASCSU Office. Work as many extra hours needed to fulfill job duties.
- Assist the Director of Health in accomplishing department goals and tasks.
- Implement and maintain Pocket Pantries across the CSU campus in Collaboration with Director of Health.
- Engage in partnerships and initiatives to address food insecurity in the CSU population.
- Attend weekly Department of Health meetings (time TBD).
- Collaborate with CSU Health Network to market health-related information and advocacy to students.
- Put on Health Events such as body acceptance week.

**General Tasks and Responsibilities:**
- Attend the mandatory ASCSU Fall Retreat on August 10th, 11th, and 12th as well as the mandatory ASCSU Spring Retreat (date TBD). Attend mandatory ASCSU Executive Cabinet Leadership Retreat on May 14th. Attend SLiCE P-Card training May 15th.
- Attend other mandatory trainings as directed.
- Perform other tasks as assigned.
• Attend regular meetings with a member of the Office of the President.
• Work to promote the mission of ASCSU, both internally and externally.
• Maintain a work area that is professional and conducive to a pleasing work environment.
• Present a professional image of ASCSU.
• Be available to assist and support ASCSU Officials and the students of Colorado State University above and beyond the duties as described herein.
• Act in compliance with the expectations outlined in the ASCSU governing documents including the ASCSU Constitution, ASCSU Code of Ethics and Executive Bylaws.
• Follow all Colorado State University policies, including the Student Code of Conduct.
• Assist the President, Vice President, Chief of Staff, or Director of Health in any additional assigned tasks as necessary.

Basic Qualifications:
• Ability and interest to represent students of Colorado State University.
• General knowledge of health and safety.
• Conduct oneself in a professional manner.
• Ability to work in a team based environment.
• Demonstrate excellent interpersonal skills.
• Possess strong oral and written communication skills.
• Ability to work independently, identify resources, and make independent decisions.
• Willingness to develop supervisory skills

ASCSU and Colorado State University are equal opportunity employers. Positions, if offered, are pending ASCSU Senate Ratification and the results of a background check. Job description subject to change.