ASCSU Job Description
Associated Students of Colorado State University

**Director of Health**
**(Food Security Specialist)**
Shall receive compensation of $7400 for the fall/spring semesters

**General Eligibility:**
All applicants for the 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 2.75 cumulative preferred.

**General Responsibilities:**
The ASCSU Director of Health is responsible for promoting health and safety through education and awareness for all aspects of the lives of students’ at Colorado State University. The Director of Health will also help create programs and policies that benefit the health and safety of students. It is important that the Director of Health is familiar with health 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 Director of Health is directly accountable to the Students of Colorado State University via the President of ASCSU, Vice President of ASCSU, and the Chief of Staff of ASCSU.

**Fall/Spring - Job Specific Tasks and Responsibilities:**
- Contribute a minimum of 20 hours throughout the workweek, 10 hours of which are required inside the ASCSU Office. Work as many extra hours need to fulfill job duties.
- Attend Cabinet meetings Wednesdays during the school year from 5:00-6:00 pm.
- Serve as a member of the Student Health Advisory Committee, representing ASCSU and the student body.
- Schedule and hold a weekly departmental meeting.
- Work to enhance and promote the Positive Impact program throughout Colorado State University.
- Initiate or participate in collaborative efforts to reframe conversations on diverse and inclusive approaches to mental health stigmas, sexual violence and other health related topics.
- Collaborate with appropriate stakeholders to increase safety and the general well-being of students on campus.
- Collaborate with the Deputy Director of Health in the oversight and execution of the
Swipe Out Hunger program and student pocket pantries and budget as necessary.
• Assist in planning and execution of a Northern Colorado Health Fair.
• Plan and execute Body Acceptance Week (BAW) events.
• Assist in any additional assigned tasks as necessary.
• Chair the Mental Health Committee or allow the Mental Health Committee to elect their own chair.

**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.
• Oversee the budget of the Swipe Out Hunger and Pocket Pantries Coordinator in a manner which will ensure the continued expansion and success of the program and is consistent with good Stewardship of student fee dollars.
• Explore the nature of food security in the CSU student population and report these findings to the Director of Health, the President, and the Senate.

**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.