Position Description: ASOSU Accessibility and Wellness Coordinator

Posting Title (jobs.oregonstate.edu): ASOSU Associate for Accessibility and Wellness

Position Summary

The Accessibility and Wellness Coordinator serves on the ASOSU President’s team in the ASOSU Executive Branch to support universal accessibility of important resources, both in ASOSU’s programming and in its outward advocacy. This includes considerations for students and community members with disabilities or in need of accommodations.

In addition, this coordinator advocates for and supports priorities aimed at improving the wellbeing of students. This includes both physical and mental health.

The Accessibility and Wellness Coordinator will work closely with other members of the ASOSU Executive Branch and the Policy Team to develop community-based initiatives and programs to raise awareness, highlight resources, and engage the student body with the identified issues related to accessibility and wellness.

Given the limited hours and timeline of ASOSU’s advocacy, these responsibilities (including those provided below) may be amended or vary depending on ongoing priorities, needs, or emergent issues and/or circumstances.

Position Duties

Community and Advocacy Work:

- Create and develop intersectional, collaborative programs and initiatives pertaining to wellness and access for Oregon State students;
- Seek to advance student wellbeing through collaboration with campus partners to publicize resources and to encourage the development of programming and services supporting health and wellness;
- Support efforts to publicize and improve resources for student mental health;
- Support educational campaigns to raise awareness on issues of public health and wellness, on the part of the student government and in support of the efforts of community partners, when applicable;
- Assist the executive leadership in promoting advocacy that prioritizes multiple dimensions of health and wellness (mental, physical, emotional, etc.) among the student body and university community;
- Build relationships with and collaborate with other student organizations and administrative areas including, but not limited to, Center Against Rape and Domestic Violence (CARDV),
Center for Advocacy Prevention and Education (CAPE), Cultural Resource Centers, Student Health Services (SHS), Counseling and Psychological Services (CAPS), Recreational Sports, the Peer Health Advocates to promote wellness;

- Identify opportunities for collaboration across University offices and student organizations (such as the Disabled Students Union) to promote accessibility and wellness resources for students;
- Communicate with Disability Access Services (DAS), the Office of the Dean of Students, the Office of Equal Opportunity and Access (EOA), Counseling & Psychological Services (CAPS), Recreational Sports, and other organizations and departments to maintain positive relationships between the student government and departments providing accessibility and wellness resources for students;
- Work with the Disability Access Services (DAS), the Office of Equal Opportunity and Access (EOA), Counseling & Psychological Services (CAPS) to track accessibility and wellness policies and initiatives across the university;
- Work with other members of the executive staff to support accessibility and disability access considerations within ASOSU’s internal policies, as well as in its advocacy to the University, and the broader policy priorities of the executive branch;
- Support awareness of Disability Access Services (DAS) by publicizing accessibility resources available on campus, and participate where welcome or requested in associated meetings or opportunities for involvement in these processes;
- Help coordinate advocacy and programming efforts of the ASOSU on issues concerning students, community members, and campus visitors with disabilities;
- Assist in the promotion and development of the ASUS disability cultural center pilot program, when applicable;
- Identify campaigns to support students with hidden disabilities, and raise awareness about the necessary steps to improve access in this area;
- Explore opportunities to establish collaborative programs pertaining to students with disabilities and disability justice.
- Work with leadership to be available, and/or connect community members with ASOSU resources, through events related to accessibility and wellness, which may include those hosted by Disability Access Services (DAS), the Office of the Dean of Students, the Office of Equal Opportunity and Access (EOA), Counseling & Psychological Services (CAPS), and Recreational Sports.
- Assist in gathering information and tracking policies pertaining to accessibility and wellness issues, and raise awareness and work with partners to promote knowledge within the OSU community on these issues;
- Work with the ASUS Policy Director and Local and Legislative Policy Coordinator on issues and policies concerning accessibility and wellness for students in higher education;

**Administrative Tasks:**
- Attend regular Diversity Team and all-executive staff meetings;
- Assist the Chief of Staff by providing relevant input during expenditure processes;
- Provide a report to the ASOSU Congress at least once per term;
- Meet with ASOSU Advisor twice per month for one-on-one meetings;
- Meet regularly with the ASOSU President and Vice President;
- Send the Chief of Staff a schedule of working hours at the beginning of each academic term.
Other Campaigns and Initiatives:
- Serve and work on additional committees and campaigns, such as the Voter Registration Drive and ASOSU Elections, at the direction of the ASOSU President;
- Other duties as assigned by the ASOSU President and Vice President.

Minimum Qualifications

Employment Eligibility Requirements
(http://fa.oregonstate.edu/stu-manual/500-employment-eligibility-requirements)

Additional Required Qualifications

- ASOSU Constitution eligibility requirements:
  - Undergraduate students shall have earned at least six hours of credit in their most recently completed term, be currently registered for at least six hours, not be on conduct probation, and have a minimum cumulative grade point average (GPA) of 2.00.
  - Graduate students shall have earned at least five hours of credit in their most recently completed term, be currently registered for at least five hours, not be on conduct probation, and have a minimum cumulative grade point average (GPA) of 3.00.
- Must be available for training for the week of August 8th, 2022
- A commitment to promoting and advancing diversity and creating an atmosphere of inclusion;
- Communication skills in areas including but not limited to interpersonal, public speaking, digital, verbal, and written communications;
- Ability to manage time and work accurately with interruptions to meet a deadline;
- Work well under pressure, exercising flexibility, initiative, good judgment, and discretion.

Preferred Qualifications

- Experience advocating for accessibility topics and/or partnering with individuals with disabilities
- A familiarity with wellness topics and understanding of available campus wellness-related resources
- Willingness to be adaptable, to accept changes and try new things;
- Ability to work independently as well as in a team;
- Experience working with ASOSU, or other organizations focusing on student advocacy, campus involvement, diversity and inclusion, or other related areas;
- Strong organizational skills and ability to delegate tasks;

Working Conditions / Work Schedule

Term of Employment: August 8th, 2022, serving at the pleasure of the ASOSU President until June 1, 2023.

Hours: Currently budgeted for no more than 15 hours per week*; scheduling and further guidance
will be provided by the President and Vice President post-hire.

Some weeks may involve less work than the maximum, but leadership will work to provide as many opportunities as reasonably possible to advance ASOSU’s policy priorities and fill the employee’s available time.

*Subject to change based on available funds and administrative policies. University policy places a firm limit of 20 hours per week for all student employees throughout the regular academic year.

**Compensation:** Hourly (clocked) wage of $15.50/hr., for Summer, fall, winter, and spring (not including final exam weeks).

**For additional information, please contact:**
Matteo Paola, President — asosu.pres@oregonstate.edu
Sierra Young, Vice President — asosu.vp@oregonstate.edu

OSU commits to inclusive excellence by advancing equity and diversity in all that we do. We are an Affirmative Action/Equal Opportunity employer, and particularly encourage applications from members of historically underrepresented racial/ethnic groups, women, individuals with disabilities, veterans, LGBTQ2+, community members and others who demonstrate the ability to help us achieve our vision of a diverse and inclusive community.

Oregon State University in Corvallis, Oregon is located within the traditional homelands of the Mary's River or Ampinefu Band of Kalapuya. Following the Williamette Valley Treaty of 1855 (Kalapuya etc. Treaty), Kalapuya people were forcibly removed to reservations in Western Oregon. Today, living descendants of these people are a part of the Confederated Tribes of Grand Ronde Community of Oregon (https://www.grandronde.org) and the Confederated Tribes of the Siletz Indians (https://ctsi.nsn.us)