APPALACHIAN STATE UNIVERSITY
University Recreation (UREC)
Communications Team

The **Communications Team** is primarily responsible for assisting in the execution of the department's communication plan. This includes delivering UREC content with others in mind, collecting stories to share with others, and making connections with other students through attending campus events, meeting student organizations and clubs, etc. with the goal of sharing opportunities of UREC programs and services with people to be able to authentically invite individuals to participate with University Recreation. The Communications Team will support all areas of University Recreation.

Supervisor: This position will report directly to the **Coordinator of Communications and Engagement**
Hours: The **Communications Team** will work between 5-10 hours per week during the academic year (up to 35 hours per week during summer sessions)
Salary: **$9.50** per hour.

You will succeed at UREC if you are committed to:

- Exploring to find the best of you
- Bringing your positive and constructive attitude
- Connecting with others
- Being a team player
- Embracing and inspiring a vibrant, active, and healthy community
- Working in a flexible schedule that may require some evenings, weekends, and designated holidays

Join our team

Appalachian State University (App State) invites interested applicants for the position of **Communications Team** to become a part of the UREC team as we facilitate an environment where recreation and wellness opportunities transform, engage, and care for the App State community.

Who we are

UREC fosters healthy lifestyles for lifelong wellbeing. You will join a UREC team that is creating an exciting environment, values collaboration, innovation, and is welcoming to all App State students, faculty and staff. At UREC we believe in a community with opportunities for everyone, with everyone. Learn more about us from our website.

Responsibilities include, but are not limited to:

- Support team members through celebrating differences and sharing experiences.
- Understanding the UREC philosophy and connection approach.
- Communicate UREC opportunities of current and upcoming programs and services.

- Assist with research, creation, and posting content for online platforms to include the website, social media, Engage, and other electronic means.
- Assist with maintaining current facilities dressings for timely information and usage of correct templates/outlines for postings.
- Assist with collecting stories through tabling around campus, taking photos and attending various events, and making connections while working.
- Design print and digital media in accordance with the UREC Brand Book.

Required qualifications:

- Dedication to University Recreation and a desire to support its Mission, Vision and Values.
- Experience with and general knowledge of social media, graphic design, photography, videography, or tabling.

We are committed to facilitating your learning journey and creating unique opportunities for your career and self development. We encourage experiences at UREC to correlate with the NACE Competencies established through the National Association of Colleges and Employers.

How to apply:

- To apply for positions, please visit our website.
- For questions, please call (828) 262-6304 or email Caroline Dickson, Coordinator of Communications & Engagement, at dicksoncc1@appstate.edu.

Please be aware that to be eligible for student employment with UREC, you must be a current student enrolled at Appalachian State University and in good academic standing.

* This position is available for Federal Work Study *

Office of Disability Resources Accommodations: The Disability Resources (ODR) unit of Access & Opportunity is the designated office at Appalachian State University for promoting opportunity, access, and civil rights based on a disability. ODR oversees access needs, applicable University resources/supports, and eligibility of appropriate accommodations (adjustments, auxiliary aids/services and reasonable modifications) based on disability for students and visitors. ODR is also responsible for oversight of accessibility of programs, services and activities; disability compliance requirements; and the facilitation of removing existing disability-related barriers within the built environment. Individuals needing reasonable accommodations should contact the Office of Disability Resources (828) 262-3056 or odr.appstate.edu.

EEO Statement: Appalachian State University is an Equal Opportunity Employer. The University does not discriminate in access to its educational programs and activities, or with respect to hiring or the terms and conditions of employment, on the basis of race, color, national origin, religion, sex, gender identity and expression, political affiliation, age, disability, veteran status, genetic information or sexual orientation.