

# Student Employment Position Announcement

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## RRCC/JCPH Tobacco Partnership Peer Tobacco Quit Coach Student Hourly

**Job Description:** The RRCC/Jefferson County Public Health (JCPH) Community Tobacco Initiative is seeking to hire RRCC students to be Peer Tobacco Quit Coaches/Educators. This position involves 4-10 hours/week (depending on your interest/availability).

Responsibilities include, but are not limited to:

- Attending all required trainings and meetings (paid time)
- Conducting one-on-one student coaching calls/sessions and co-facilitating campus support group
- Facilitating educational presentations/workshops
- Completing all required tracking and reporting forms
- Maintaining appropriate professional standards, including confidentiality

### Job Requirements:

- You must be eligible for student employment (enrolled in a minimum of six (6) credit hours for the current semester in which you are applying).
- Must not be actively using any form of tobacco (either you have successfully quit, or you have never used tobacco)
- Must have access to unlimited phone minutes, voice mail service and email; must possess excellent communication and organizational skills; must exhibit enthusiasm, respect, adaptability, flexibility and spirit of cooperation in the work environment; must possess qualities of empathy and understanding in working with peers with diverse backgrounds.

### Job Payment Information:

- Wage: \$9.00 an hour
- Paid: Bi-weekly (Fridays)

### How to Apply:

1. Go to Human Resources to receive a referral form.
2. Please fill out an application ([http://www.rrcc.edu/hr/student\\_employment.html](http://www.rrcc.edu/hr/student_employment.html)) and send it to Jamie Fanselow, RRCC/JCPH Tobacco Partnership Program Coordinator for consideration. [jfanselo@jeffco.us](mailto:jfanselo@jeffco.us). If you have questions, you may contact Jamie Fanselow at 303.239.7022.

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The College has designated the Human Resources Director as its Equal Opportunity Employment Officer and Title IX Administrator with the responsibility to coordinate its civil rights compliance activities and grievance procedures. Report all concerns or complaints relating to discrimination or harassment to the Title IX/EO Coordinator(s): Bill Dial, Director of Human Resources/Title IX Administrator, 13300 West Sixth Avenue, Lakewood, CO 80228. 303.914.6298. [bill.dial@rrcc.edu](mailto:bill.dial@rrcc.edu).