



WOMEN'S CENTER  
ST. CLOUD STATE UNIVERSITY

Employment & Internship Opportunities

**Programming and Outreach Assistant**

This position provides assistance in developing, implementing, and assessing programming and outreach strategies to engage the campus community about issues related to women and gender; assists in marketing programs and services offered by the Women's Center, and staffs the Women's Center to provide information, referral, and service via phone, e-mail, and on a walk-in basis. **Required qualifications:** passion for issues related to gender justice, knowledge and ability to work with people from diverse backgrounds and identities, strong communication skills, and ability to be detail oriented.

**Intern**

Specific duties negotiated based on applicant interest, goals, and skills, but may include: developing programs; marketing Women's Center services and events; developing and implementing presentations and trainings; and other specialized projects. Students interested in interning should inquire about opportunities available. **Required qualifications:** passion for issues related to gender justice, knowledge and ability to work with people from diverse backgrounds and identities, strong communication skills, and ability to be detail oriented.

**Gender Violence Advocate Intern**

This position assists in implementing solutions and educational programming to prevent gender violence within the campus community, provides advocacy services to victim/survivors, and supports student safety leading to student retention. Duties include assisting with programming, presentations, advocacy and support services, developing publicity, and assisting with research and year-end reports. **Required qualifications:** completion of the Minnesota state-required 40-hour Sexual Assault Advocacy certification training prior to the internship; strong communication skills, demonstrated commitment to social justice and feminist approaches to addressing root causes of gender violence, and support the mission of the Women's Center.

**Graduate Assistant**

This position provides leadership in developing and implementing programming, coordinating outreach strategies to market Center programming and services, coordinating staff trainings and twice-yearly staff retreats, and providing office coverage at the Women's Center to provide information, referral, and services. The WC Graduate Assistant plays a key role in developing, implementing, and hosting our signature Women on Wednesday program. **Required qualifications:** bachelor's degree in a relevant field; demonstrated understanding of issues related to women, gender, and feminist intersections with other identities; commitment to equity, inclusion, and social justice; ability to work Wednesdays from 10 a.m. to 2 p.m.