

Bryn Mawr College Body Image Council

Student Coordinator Position

The Body Image Council (aka BIC) is an organization of students, faculty & staff that advocates and supports the growth of healthy body images and attitudes among all members of the BMC community. BIC also works to constructively address the problem of eating disorders in the college community.

BIC organizes a wide variety of events throughout the academic year, including a fall Wellness presentation; workshops on healthy approaches to eating, fitness, and body image; an annual walk-a-thon benefitting the National Eating Disorders Association; and fun and entertaining events during National Eating Disorders Awareness Week. BIC members also offer information, referrals, and a bi-weekly support group for students seeking help for disordered eating or other struggles related to food, body image, and self-esteem.

Who's involved? BIC activities are led by the Student Coordinator. This is a paid position reporting to a member of the Counseling Services clinical staff. Other BIC members include staff and faculty representatives from the Health Center, Athletic Department, and Counseling Services.

Any member of the Bryn Mawr College community can attend BIC meetings, volunteer to help plan and carry out events and programs, make suggestions for future events or issues BIC should address, and request information from BIC on eating disorder prevention and treatment resources.

Student Coordinator Position

The BIC Student Coordinator is chosen through a competitive application and interview process. The time commitment for this position varies throughout the academic year, depending on which BIC activities are being planned and carried out; some weeks, the coordinator works only a few hours, but in the weeks leading up to major events, 10 hours or more may be required. The BIC coordinator is supervised by a member of the BMC Counseling Services who also serves on BIC. Applicants should:

- have a strong interest in – ideally, a passion for – the issues that BIC works on
- have excellent organizational and event planning skills
- be comfortable doing outreach, recruiting students and other BMC community members to participate in BIC events, articulating BIC's message to all relevant constituencies on campus, and running meetings
- have excellent writing and speaking skills.

- be skilled and creative in using online and social media resources for marketing and publicity OR be willing to recruit one or more student volunteers with such skills.

Student Coordinator Responsibilities

- 1) Recruit new BIC volunteers - very important this year, as our student members all graduated last spring - communicate with volunteers and keep track of projects they take on
- 2) Schedule and run all BIC meetings (biweekly or monthly, depending on need) and distribute minutes by e-mail promptly afterward. The primary purpose of BIC meetings is to decide on and plan BIC events and programs throughout the year. These are "working meetings," - members each take on tasks to work on in between meetings.
 - a. Depending on interest, organize separate student meetings more frequently
- 3) Lead the effort to increase BIC's visibility and presence on BMC's campus:
 - update and distribute the BIC handout given to all students each fall, which introduces BIC and provides contact information for BIC members and relevant resources on campus
 - create and distribute fliers, posters, table tents, and other publicity materials for BIC programs and events throughout the year (and/or recruit and supervise student volunteers for these tasks).
 - in consultation with other student, staff, and faculty members of BIC, maintain a Facebook page for BIC; use it to widen awareness of and participation in BIC; and propose other appropriate internet-based vehicles for BIC communication and networking.
- 4) Lead the planning and organizing of BIC's annual fall Wellness presentation:
 - once the group has agreed on a date, reserve Thomas Great Hall and make all required AV and other arrangements.
 - communicate with this year's speaker regarding travel and lodging arrangements.
 - coordinate with Joann O'Doherty in the Dean's office to arrange payment of speaker, reimbursement of speaker expenses, and tracking of event expenditures.
 - coordinate on-campus and off-campus publicity for the presentation.

- recruit and manage student and staff volunteers to work the night of the event (distributing BIC and other informational literature, selling BIC T-shirts, etc.)

- communicate with Athletic Dept staff who tally student evaluation forms after the presentation and bring results to follow-up BIC meeting for debriefing discussion.

5) Lead the planning and organizing for BIC's annual "NEDA Walk" each spring, a walk-a-thon benefitting the National Eating Disorders Association.

- communicate with NEDA to schedule the walk

- coordinate student and staff volunteers in recruiting funding sponsors for the walk, planning the walk, and carrying out all tasks the day of the walk

- work with NEDA to determine and report on fundraising results of walk.

6) Lead the planning and organizing of all "NEDA Week" activities in February. Past NEDA Week events have included a presentation by sexuality educator "Juicy Justine", a yoga workshop, a cookie-decorating activity, and a blue jeans drive ("Be comfortable in your genes", donate outgrown jeans to a local women's organization rather than trying to change your body to fit them).

7) Track results of all BIC activities - number of attendees at each event, amount of money raised (if the event was a fundraiser), feedback received from participants. Create an end-of-year report incorporating all of this information for all BIC activities. This report goes to the private foundation that funds BIC activities.