

COORDINATOR OF CAMPUS RECREATION

CAMPUS RECREATION

Description: The Coordinator Campus Recreation is a Student Engagement functional area member within the Division of Student Experience and Quality Assurance. Reporting to the Director of Campus Engagement and New Student Programs, the Coordinator will work with the Campus Recreation Manager to develop, and implement a comprehensive, student-centered program of campus facilities and operations within the department of campus recreation. This position carries out the duties and responsibilities by executing the vision and leadership that advances the University's mission and strategic plan. Components of the new strategic plan will include a robust student activities program, leadership development, employability of graduates, and service-learning programs, among others.

Minimum Requirements: bachelor's degree and experience in student services programs is required. At least 1 year of experience in recreation sports management related student services program helpful. Further education in recreation, health, physical education, or related field is desirable. Must have strong skills in providing excellent customer service and demonstrate strong ethics. A valid driver's license and safe driving history are required.

Knowledge, Skills and Abilities: Must be knowledgeable of policies and procedures concerning the administration of intramural sports and recreational programs. Ability to establish and maintain effective working relationships with students, faculty, staff, and the general public. Ability to organize and schedule activities and to implement activities of benefit to the campus community.

Hire Range: \$37,000- \$ 39,000 annually

University Hours: 8:00am – 5:00pm, Monday – Friday

Position Work Hours: 37.5 hours per week.

To include some nights and weekends

Class Code: CB65 – **State Title:** Student Svs Pgrm Crd I

Position #: – **Band:** 04

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Applications must be submitted online at www.careers.sc.gov. Receipt of individual applications not acknowledged. See position status at www.lander.edu/hr. Lander University is a tobacco-free campus. All final candidates are subject to successfully completing background requirements.



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