

COORDINATOR OF STUDENT LIFE

STUDENT ENGAGEMENT

Description: The Coordinator of Student Life 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 assist in overseeing, developing, and implementing a comprehensive, student-centered program of campus activities, engagement, outdoor adventures, and leadership development. This position assists in the execution of 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 required. Must have at least a year of experience within a student life/campus engagement programmatic area. 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: Experience with event planning and working with teams. Excellent oral presentation and written communication skills. Social media experience. Ability to exercise good decision-making skills. Ability to build relationships.

Hire Range: \$38,985- \$ 40,000 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: CB70 – **State Title:** Student Svs Pgrm Crd II

Position #: – **Band:** 05

Search openings at careers.sc.gov

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Fringe Benefits

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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