

COORDINATOR OF BONNER PROGRAM AND SOCIAL JUSTICE EDUCATION

FULL-TIME: NON-EXEMPT

BASIC JOB DESCRIPTION: The Coordinator of Bonner Program and Social Justice Education will oversee all aspects of the Bonner Program. The Bonner Program is a program that provides diverse low-income, under-represented, and first generation students with the opportunity to attend college, while engaging their talents and educations in building and supporting communities. The Coordinator will also be responsible for developing, coordinating, and administering programs and activities that serve students and faculty, as well as academic and student service units to integrate high-impact educational practices into the cultural and spiritual ethos of the University.

ESSENTIAL JOB FUNCTIONS: In particular, the Coordinator of Bonner Program and Social Justice Education will:

- Execute and/or develop intentional outreach programs and initiatives for specific student populations designed to increase engagement and retention.
- Maintain a strong working relationship with the Bonner Foundation which includes: Preparing annual report to the Bonner Foundation and all other relevant reports; Attending the Bonner Program annual directors/coordinators meetings; Participating in other Bonner Program special initiatives.
- Provide success coaching to Bonner students, including support and resources to develop effective self-determination and self-advocacy to reach students' academic and personal goals.
- Maintain a four year, developmental, comprehensive Bonner training and enrichment curriculum based on national best-practices, as well as challenge students to integrate their community engagement with their academic and career interests.
- Responsible for the recruitment, appointment, supervision, training and performance evaluation of all Bonner and AmeriCorps students.
- Plan and supervise alternative break trips and other conferences in which our Bonner students participate.
- Build relationships with community agencies while matching Bonner students with capacity-building volunteer opportunities in the community.
- Supervise the Bonner Specialist AmeriCorps VISTA.
- Manage the Bonner Program's budget and fiscal operations.
- Provide assistance and support to intercultural, interfaith, safe zone, and first generation student programs.
- Identify and execute opportunities for Bonner-related training and enrichment activities to be open to non-Bonner students across the campus community in order to advance development of social justice education without requiring a significant amount of additional educational programming.
- Support campus efforts around community-based research and community-engaged learning by connecting community-engaged students to these high-impact opportunities.
- Participate in special projects as assigned by Campus Life and Student Success committees.

QUALIFICATIONS: The successful candidate should possess strong communication and management skills, a commitment to community engagement and social justice, and the ability to relate to a variety of constituents including students, faculty, staff, parents, and community partners. Experience in working with community partners, service programs, a thorough understanding of a broad range of campus populations, and a track record of high productivity and job performance are essential. Experience with service programming, familiarity with national programs and knowledge of current trends and issues found within those organizations is also required. The successful candidate must possess a Bachelor's Degree and have a minimum of 3 years of experience in community engagement programs.

YOUR TEAM: Campus Life and Student Success is a dynamic, evolving division driven by transformational leadership and continuous improvement. We seek team members who are highly motivated, strategic thinkers and relationship builders who thrive on shared governance. Our high expectations are matched by a robust professional development

curriculum which promotes achievement and significance through self-assessment, reflection, and holistic goal setting. We actualize a philosophy of challenge and support grounded in liberal learning and development as it relates to student persistence and success. We are committed to facilitating student discovery and exploration consistent with the aims of a broad liberal arts education; offering impactful learning opportunities based on current research and empirical data; cultivating the unique strengths and perspectives of individual students; fostering global awareness, social justice values, and civic engagement; and providing a healthy and vibrant educational environment conducive to holistic well-being. This position will closely collaborate with the Department of International Learning.

THE UNIVERSITY: Founded in 1883, Stetson University (<http://www.stetson.edu>) is a private, selective university comprised of a rich array of liberal arts and professional academic programs. Collectively, Stetson's faculty works with over 4,100 students in undergraduate, graduate, and professional programs. The University's historic main campus, located in DeLand, enrolls more than 2,800 students in undergraduate programs in the College of Arts & Sciences, the School of Business Administration, and the School of Music. Stetson University College of Law, Florida's first law school, moved from the main campus to Gulfport in 1945, and, with the addition of the Tampa Law Center, serves over 1,000 students working full-time or part-time toward J.D. or LL.M. degrees. Graduate programs offered at the main campus and at Stetson University Center in Celebration include Business, Educational Leadership, Reading Education, and Counseling. Florida's oldest private institution of higher learning, Stetson has regularly been ranked among the best regional universities in the Southeast and was the first private college in Florida to be granted a chapter of Phi Beta Kappa.

Stetson University provides an inspiring education that engages students with rigorous academic and creative study grounded in liberal learning and promotes civic values of personal and social responsibility. Working closely with faculty and with one another, students cultivate abilities to explore issues deeply, think critically, reason empirically, speak persuasively, and connect ideas creatively. Firmly committed to inclusive excellence, our vibrant community of teacher-scholars nurtures the potential of individual students to lead lives of significance and prepares each to meet the challenges of shaping the future—locally, nationally, and globally.

Stetson University is located in DeLand, Florida, one-half hour's drive from Daytona Beach and from Orlando's northeast suburbs, offering easy access to both outdoor recreational opportunities and the amenities of a larger city. DeLand, Florida is the county seat as well as a college town with Stetson University's campus classified as a National Historic District. The award-winning downtown, known as Mainstreet DeLand, is lined with local gift and antique shops, restaurants, and entertainment venues hosting several festivals and special events.

WORKING CONDITIONS: Requires some physical effort (i.e., standing and walking, light lifting (5-10 lbs.) and manual dexterity in the use of fingers or limbs in the operation of office equipment; extended periods of time at a keyboard, perceptual demands for sound, form, texture and depth.

APPLICATION PROCEDURES: Please submit a letter of application, which addresses the qualifications, a resume/vita, and the names, addresses, and telephone numbers of three professional references to Stetson University, Inc.; Office of Human Resources; 421 N. Woodland Blvd., DeLand, FL 32723. FAX: (386) 822-7562 or Email: humres@stetson.edu.

Stetson University, an Equal Opportunity Employer, affirms the values and goals of diversity and strongly encourages the applications of all candidates, including women and candidates from historically under-represented groups.