

The University of Toledo
African American Student Enrichment Initiatives Office
Student Affairs

Job 999339: Director, African American Student Enrichment Initiatives Office (AASEIO):

Providing leadership in sustaining and enriching a campus climate that is welcoming to African American students, the Director creates and develops programs to improve matriculation and retention of African American students. While supporting African American students in the successful completion of degrees and in career development, the Director partners in outreach to link the campus with the African American metropolitan community. Through this linkage, the Director will create a partnership between the University and the African American community and connecting those constituencies with the broader UT campus. Additionally, the AASEIO Director collaborates and coordinates programming with the Office of Multicultural Student Services within the Division of Student Affairs and with other campus initiatives. She/he will continue to develop strong programmatic collaboration with the Division of Academic Affairs.

A Master's degree in Higher Education, Student Personnel, Counseling or related field is required. A demonstrated record of progressively responsible positions in Higher Education with an emphasis on student development and at least four years experience in retention or first-year programming for underrepresented groups is required. The successful candidate will have demonstrated effective administrative and managerial skills, including proven success working with African American populations and/or multicultural populations; ability and experience in student advising and mentoring of first year students and experience in developing and presenting programs to promote racial diversity and awareness. In addition, the successful candidate should have the ability to work with diverse campus and community constituencies. She/he will be familiar with trends in educational development of multicultural populations and multicultural programs. She/he will possess excellent communication, organizational and leadership skills, strong research and analytical skills and knowledge or willingness to acquire skills in grant writing. She/he will be able to work in a dynamic, challenging environment, will relate well to students, faculty, staff, and community members alike, and will bring creativity to his/her responsibilities. She/he will be a collegial individual and be willing to work across different areas of the university in order to improve the success (retention) of African American students. Full time. Competitive salary commensurate with education and experience.

To apply, submit a cover letter (include position title and job # 999339), a resume, and the names and contact information for three professional references to: The University of Toledo, Human Resources Department, Toledo, Ohio 43606-3390; Fax (419) 530-1490; or e-mail recruit@utoledo.edu, which is preferred. Use only one method of application. Screening of applications will begin in February, 2008. **To receive full consideration, candidates should have all materials submitted by February 18, 2008.**

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