

# Director, Lead@USD

[Formerly Educational Opportunity Program-EOP]

Student Learning Initiatives  
Admin/Full-Time  
Job IRC#672

## Job Description:

The University of San Diego (USD), an independent Roman Catholic university, invites inquiries, nominations, and applications for the position of Director of Lead@USD. Chartered in 1949, the University is a Carnegie Doctoral/Research University enrolling more than 7,800 students. USD is an institution committed to advancing academic excellence, expanding liberal and professional knowledge, creating a diverse and inclusive community, and preparing leaders dedicated to ethical conduct and compassionate service. Domestic students of color represent 27% of all students, and international students comprise 3% of the total student enrollment. The most recent retention and graduation information for entering full-time freshman cohorts includes an 85% retention rate from the first to second year of study, and a 75% six-year graduation rate. The new Lead@USD program in collaboration with USD Student Support Services and the College of Arts and Sciences will provide comprehensive services, programs, and experiences designed to focus on learning both inside and outside of the classroom. Lead@USD will provide many ways to enhance the educational experiences for underrepresented students of color, first-generation and low-income students. Consistent with USD's mission statement we want to prepare students to assume leadership roles on campus and in their communities. Participation in Lead@USD will offer the following to underrepresented students of color, first-generation and low-income students: faculty and professional mentor opportunities; individualized assistance with the transition to college life and academics; support and guidance from faculty and the Lead@USD Director; and community service learning and internship opportunities. Lead@USD students will have an opportunity to meet with the Lead USD Director on a biweekly basis, to enroll in an Emerging Leaders Course, and to attend an annual Leadership Retreat.

The Director is responsible for monitoring the services directed to, and progress of, the students in the Lead@USD program, which primarily serves underrepresented students of color, first-generation and low-income students. The incumbent will be responsible for creating and implementing strategic short and long-term planning goals for the Lead@USD program. The Director serves as a team member of the Center for Student Success (CSS) to contribute to the initiatives offered through the Center. The Director serves as an advisor for Lead@USD students and meets with them individually on a weekly or as-needed basis. The Director creates and implements programs designed to promote student success such as internships, graduate school

preparation, academic support (in collaboration with the preceptorial program and faculty advising), peer mentoring, and community building. Additional responsibilities include responding to problems and assisting with their resolution in order to promote student achievement and retention, participating in the recruitment of students from populations historically underrepresented at USD, and collaborating with academic affairs and university-wide diversity initiatives.

**Qualifications:**

The successful candidate will demonstrate understanding of and support for the values and perspectives of a Catholic liberal arts education. The successful candidate will have demonstrated experience working with underrepresented student populations. The successful candidate must also demonstrate competence in the areas of student success and retention programming (particularly those targeting underrepresented students of color, first-generation and low-income students), program evaluation, and learning outcome assessment. A proven ability to work across organizational boundaries as an effective member of a team is a must, as are exceptional interpersonal and mentoring skills, and a demonstrated ability to communicate effectively with a wide range of campus and community constituencies including a variety of academic departments. Finally, the candidate must have at least two years of full-time professional experience in a related program. An advanced degree in a related area (e.g. Counseling, Higher Education Administration, Cross-Cultural Communication, Sociology, or Ethnic Studies) is required.

**Salary:**

Commensurate with experience; Excellent Benefits.

**Closing date:** April 24, 2009

**Note:**

External job postings will be up for at least five days. After that time, applications will be reviewed by the hiring manager/committee throughout the posting period. A candidate may be selected at any time which could then close this posting on a date earlier than listed.

Visit <http://tinyurl.com/dxdvnu> now to complete our online application. If you have any questions or difficulties please contact Rose Trujillo at (619) 260-2925 or [hr@san Diego.edu](mailto:hr@san Diego.edu)

EOE