Director of Student Leadership and Organizations  
College of Saint Mary

Campus Overview:

College of Saint Mary (CSM) invites applications for the position of Director of Student Leadership and Organizations. CSM seeks an enthusiastic, innovative and dynamic student affairs professional to join the Student Development team. The Director will be responsible for all aspects of a comprehensive program of student events that integrates curricular learning and student growth and development.

CSM is a private, all-women’s college of approximately 1,000 students, committed to the development of students through excellent academics that combine professional and career preparation with the liberal arts. CSM is located in Omaha, a growing city with a metropolitan area population of 850,000 and is located within walking distance of the thriving Aksarben shopping area which also features a movie theatre, a wide-variety of restaurants, a farmer’s market and summer concert series. This position at CSM offers the best of both worlds – the opportunity to make an immediate impact working in a smaller, mission-focused and personalized environment and community, while living in a large, thriving metropolitan city!

Responsibilities: Job responsibilities include providing a vibrant and educational program of student activities and events, coordinating new student orientation, providing resources and assistance to student organizations and their advisors, developing and implementing student leadership programs, and directly advising the Campus Activities Board. Requires active involvement in a small college environment.

Qualifications: Master's Degree strongly preferred in Higher Education, Student Development or related field and minimum 2-3 years of experience in student involvement programs. Applicants with a Bachelor's Degree and 4-6 years of student involvement experience will be considered. Also need excellent interpersonal and communication skills, solid administrative and organizational skills, ability to manage multiple priorities and sound decisions, and commitment to developing programs based on learning outcomes.

Salary and Benefits:

- Director of Student Leadership and Organizations is a full-time, 12 month position.
- Salary range is $36,000 to $40,000.
- Free access to the campus recreation facilities including a full gym, pool and walking trail.
- Our university’s Wellness Program allows for employees to dedicate 45 minutes, twice a week to wellness activities on-campus, during office hours.
- Professional development opportunities and university benefits available.

Application:

Please apply using the following link. Please put your resume, cover letter, names and contact information for three professional references, including a minimum of one supervisor, in one document before you apply. When the system asks you to attach a resume please attach the document that contains all of the above information. The system allows only one attachment. Applications accepted until position is filled.

https://home.eease.adp.com/recruit/?id=3941081

College of Saint Mary is a Catholic university providing access to education for women in an environment that calls forth potential and fosters leadership. The University is an equal employment opportunity employer and does not discriminate against employees or job applicants on the basis of race, religion, color, sex, age, national origin, disability, veteran status, marital status, or any other status or condition protected by applicable laws, except where a bona fide occupational qualification applies.