

Coordinator of Fraternity and Sorority Life

The Office of Student Activities and Leadership is seeking applications for the full time position of Coordinator of Fraternity and Sorority Life (Student Services Program Coordinator I).

Duties will include but are not limited to: managing the Coastal Carolina University Fraternity and Sorority Life program of over 650 students; serving as a key team member in the Office of Student Activities and Leadership; providing leadership, training and advisement to: Interfraternity Council (7 chapters), Panhellenic Council (5 chapters), and National Pan-Hellenic Council (5 chapters), Greek Board of Presidents, and Order of Omega; developing, implementing and coordinating educational programs, events and training to address academic success, risk management, membership development, and national trends that relate to students in fraternities and sororities; and maintaining relationships with student leaders, chapter advisors, alumni, and inter/national headquarters staff as a liaison between the fraternity and sorority community and the university.

Minimum Requirements: Bachelor's degree and previous student services experience. Master's degree in college student personnel administration or related field is preferred. Excellent written and verbal communication skills are essential. A working knowledge of chapter, campus, and national fraternity/sorority affairs is essential. Candidate should also possess knowledge of student development theory and have the ability to apply theory to practice. Candidate should have the ability to lead, advise, organize and interact with students.

Interested candidates should apply on-line at <http://jobs.coastal.edu> or in person at the Office of Human Resources and Equal Opportunity, Coastal Carolina University, between the hours of 8:00 a.m. and 5:00 p.m., Monday to Thursday and 8:00 a.m. and 2:30 p.m., Friday. Review of applications will begin August 19, 2011 and continue until the position is filled.

Coastal Carolina University is an EO/AA employer.

Full time position with benefits (CB65), State Payband 04.

<https://jobs.coastal.edu/applicants/jsp/shared/frameset/Frameset.jsp>