Invites applications for the following position(s):

COMPETITION NUMBER: 025
Administrative and Professional Staff (APSA)
Temporary Position
STUDENT DEVELOPMENT EDUCATOR, GRADE 8
STUDENT SERVICES – ENGAGEMENT AND RETENTION
POSITION NUMBER: 1152

POSITION OUTLINE:
Reporting to the Director, Student Engagement and Retention, the Student Development Educator conceptualizes, designs, develops, implements, delivers, and evaluates student development, engagement, and leadership programs. Working as a member of the Student Engagement and Retention curriculum committee, and working closely with the Director, Student Engagement and Retention, the incumbent liaises with faculties, other Student Services units (including New Student Enrollment and Transition, Communications & Strategic Enrolment Management Liaison, Strategic Assessment and Planning, Career and Volunteer Services), and other university stakeholders, to ensure programs are delivered and that these programs meet institutional student development learning objectives. The Student Development Educator liaises with other post-secondary institutions that offer similar programs in order to exchange information and to maintain an awareness of developments in the field. The incumbent markets programming and services to students, faculty, and staff, and establishes and maintains relationships with student and special interest groups, university departments, and community organizations.

QUALIFICATIONS:
- Master’s degree in Education, Psychology, or Social Work, community development, or a related discipline, and two years of related experience in experiential learning program development and evaluation, and experience managing youth and adult volunteers, or an equivalent combination of education, training, and experience.
- Excellent knowledge of best practices in student development and leadership education, volunteer services, and citizenship development.
- Excellent knowledge of best practices in program development, implementation, evaluation, and course development and delivery.
- Good knowledge of principles and practices of administration in a post-secondary educational environment.
- Good knowledge of post-secondary educational administrative processes and systems in a post-secondary educational environment.
- Excellent supervisory and volunteer management skills.
- Excellent conflict-resolution, interpersonal, client relationship, and communication skills (oral, written, and presentation).
- Excellent team management and leadership skills.
- Excellent budget administration and human resource management skills.
- Ability to draft procedures and reports.
- Proficient in the use of word processing, database, presentation, and spreadsheet applications, e-mail, internet searching, and website management.

SALARY RANGE: $59,050 to $70,517 per annum
START DATE: ASAP
POSITION END DATE: March 1, 2019

A detailed resume and cover letter quoting Competition #025 must be received in our office by 4:30 pm on January 24, 2018, addressed to the attention of Deborah Walker, Human Resources Advisor. Please follow the application instructions at: http://www.sfu.ca/hr/prospective_employees/HowToApply.html.

We thank all applicants for their interest; however, only those selected for interviews will be contacted.

The University is committed to the principle of equity in employment
A more detailed job description may be obtained at www.sfu.ca/jobpostings