

OKLAHOMA BAPTIST UNIVERSITY

POSITION DESCRIPTION

Title: Director of Student Leadership
and Engagement

Department: Campus Life

OBU Mission Statement

OBU transforms lives by equipping students to pursue academic excellence, integrate faith with all areas of knowledge, engage a diverse world, and live worthy of the high calling of God in Christ.

Expectations for all Employees

Oklahoma Baptist University achieves its mission through a shared commitment to the following expectations. All employees are expected to embrace these expectations and to model them in their behavior.

- *Demonstrate commitment to the essentials of the Christian faith.*
- *Demonstrate commitment to the mission and vision of Oklahoma Baptist University.*
- *Treat people with dignity and respect.*
- *Build relationships on honesty, integrity, and trust.*
- *Strive for excellence through teamwork, leadership, and a strong work ethic.*
- *Manage human and financial resources wisely and efficiently.*

Purpose:

The Director of Student Leadership Engagement, as part of the Office of Campus Life, will work with other departments across campus to create vision and develop institutional wide initiatives for student engagement and leadership development. Campus Life seeks to come alongside students for the purpose of developing the whole student, through spiritual development, social engagement, leadership training, physical challenge, and emotional/psychological support. Collaboration will be sought with athletics, admissions, academic departments, and all student groups to see an inclusive and vibrant campus community that seeks to fulfill the university's mission in all areas of campus. The Director of Student Leadership Engagement plays an integral role in promoting a campus environment and student experience that supports the overall educational mission through the development of effective student leaders and thriving student organizations.

Essential Functions:

- Model individual leadership attributes and be familiar with popular, effective student leadership models.
- Coordinate dynamic and purposeful extracurricular programming in collaboration with other areas of Campus Life.

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- Work with faculty and staff to develop programs that foster faculty/staff and student interaction outside of the classroom.
- Coordinate the planning and implementation of new student orientation (Welcome Week)
- Actively seek opportunities and provide avenues to connect and interact with students to be aware of student issues and concerns.
- Serve as a liaison with Greek Life Organizations, Student Government Association, Campus Activities Board, University Concert Series and all other chartered organization by providing professional advisement and leadership development.
- Serve as a student advocate for student input on university committees and with the university administration.
- Mentor and guide student organization advisors, maintaining accountability for annual goals and membership charters.
- Work cooperatively with other university departments to create co-curricular and experiential learning experiences for students.
- Develop and maintain budget units as they relate to areas of responsibility.
- Oversee a campus wide leadership development plan that has a scope and sequence from pre-admission to graduation.
- Perform other duties as assigned by the Dean of Students and Vice President of Campus Life.

Required Qualifications:

- Bachelor's degree from an accredited university in higher education administration, student development, Spiritual Formation, Leadership Studies, or related field.
- 3-5 years of experience with student life, community life, collegiate ministry or related arena.
- Ability to see and understand the breath of leadership development and theory particularly with a mentorship focus.
- Administrative gifts and leadership.
- Strong interpersonal skills, communication skills, and emotional intelligence.
- Ability to engage with and advocate for students.
- Ability to provide creative, visionary leadership positively impacting student engagement and community building.
- Ability to see and develop scope and sequence from admission to graduation and beyond for all students.
- Able to equip and mentor students for leadership roles within student life.
- Proficiency in the use of university-related technology.
- Ability to communicate professionally in person, over the telephone, through emails and other electronic venues.
- Stamina for a high degree of physical activity related to engaging with students and staff across a vast campus including 46 buildings and facilities.

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- Sufficient ability and willingness to work nights and weekends.
- Experience in an environment working with college students in leadership development and mentoring.

Preferred Qualifications:

- Master's degree from an accredited university in higher education administration, student development, spiritual formation, leadership studies, or a related field

Special Requirements:

- Commitment to the vision and mission of Oklahoma Baptist University
- Active member in a local Southern Baptist Church
- Applicants should submit a cover letter, resume, references, and faith statement using the link for “**Administrative Applications**” on the OBU website at: <https://www.okbu.edu/hr/jobs.html>.