



## **Student Affairs**

### **UNIVERSITY OF GEORGIA**

#### **Director of the Lesbian, Gay, Bisexual, Transgender Resource Center University of Georgia Student Affairs**

The University of Georgia invites applications and nominations for the position of Director of the LGBT Resource Center, a key campus leader in efforts to foster a more inclusive, welcoming, and equitable community for students.

The Director provides vision, strategic leadership, and overall supervision for the LGBT Resource Center in support of the University's academic mission and the strategic priorities of Student Affairs and UGA. The Director also serves as a visible resource for the university community by supporting and affirming every student inclusive of their sexual orientation, gender identity and gender expression.

The LGBT Resource Center is designed to create an inclusive, sustainable space of self-discovery for the LBGT community within the University of Georgia. The Center serves as a space by which all faculty, staff, and students can engage and explore the issues associated with sexual and gender identities and a place where students can feel, express, and be their true, authentic self.

The LGBT Resource Center provides a variety of programs and services to increase awareness and foster understanding of issues related to sexual orientation, gender identity, and gender expression. With two full-time staff members, one part-time administrative assistant, one graduate assistant, along with student employees, the LGBT Resource Center plays a critical role in student support and advisement, campus educational efforts, community building, fostering dialogue, and ongoing initiatives to ensure that all students have the fullest opportunity to flourish and succeed. For more information on the LGBT Resource Center, see <https://lgbtcenter.uga.edu>.

For this role, UGA Student Affairs seeks a thoughtful, energetic, and collaborative partner who can artfully and effectively bring together students, faculty, staff, senior administrators, alumni, and other stakeholders to best meet the identified needs of students.

The Director reports to the Associate Vice President for Student Affairs and serves as a member of the Student Affairs Leadership Team.

UGA Student Affairs comprises 18 campus departments that inspire students to engage meaningfully, grow intellectually, and build character so they will create thriving communities. For more information, see [studentaffairs.uga.edu](http://studentaffairs.uga.edu).



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### Duties/Responsibilities

- Advance the mission of the LGBT Resource Center by providing departmental leadership, management, and oversight, setting and guiding the overall vision and strategic direction for the office and staff, and supporting students, faculty, staff, and the local community on topics related to sexual and gender identity.
- Supervise, train, and evaluate departmental staff, which includes one senior coordinator, a part-time administrative assistant, one graduate assistant, along with student employees. Provide a learning environment that fosters the personal and professional development of both staff and students.
- Oversee, support, and assist with planning and implementing departmental educational awareness and learning programs including, but not limited to, the annual Connect Conference and Lavender Graduation.
- Design and deliver an array of educational programs and campus-wide trainings for faculty, staff, students and community members about the LGBT community and student needs.
- Provide support and leadership to LGBT student organizations and other campus efforts focused on sexual and gender diversity and education.
- Develop, oversee, and reconcile departmental operating, programming, and foundation budgets. Provide oversight of student organization budgets and ensure staff and students are compliant with university policies and procedures.
- Serve as a primary point of contact, resource, and support for students experiencing issues of sexual and gender identity and provide direct support and connections with campus and community resources. Act as a resource for parents, incoming students, or alumni seeking assistance.
- Lead efforts to provide dynamic learning activities, programs, and dialogues that engage diverse perspectives and foster shared understanding, in collaboration with students, student organizations, and campus and community stakeholders.
- Provide a comprehensive range of advocacy, education, information, and referrals for LGBT identified individuals and student groups.
- Facilitate collaborative partnerships with campus departments and grow strong partnerships with local community organizations.
- Identify areas for ally development along with campus awareness and learning on issues concerning LGBT populations.
- Assess students' needs and actively respond by providing programs and services to address those needs while advancing the mission of the LGBT Resource Center.
- Work creatively with others to anticipate and provide constructive responses to challenging student and community issues.
- Lead planning and assessment efforts for the department to determine the effectiveness of programs and services offered in order to create a more consistently welcoming and inclusive campus climate.



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- Serve as a visible campus resource and partner for faculty, staff, administrators, and other stakeholders, providing expertise and counsel.
- Pursue additional private philanthropic support for the LGBT Resource Center. Work in conjunction with Student Affairs Development to cultivate, engage, and steward donors and alumni.
- Serve as a member of the Student Affairs Leadership Team and actively participate in University and Student Affairs initiatives and decision-making.
- Engage in service to the University community through participation in various committees, and develop and maintain strong collaborative working relationships with institutional and community colleagues.
- Complete other duties as assigned.

#### **Required Qualifications**

- Completion of a master's degree in higher education, college student affairs administration, gender and sexuality studies, counseling, adult education, or related field of study.
- Willingness to work nights and weekends as required.

#### **Preferred Qualifications:**

- At least five years progressive administrative experience in work related to LGBT and gender resources, identity development, diversity and inclusion, student life, or related work experience.
- Completion of a doctorate degree in higher education, student affairs administration, counseling, adult education, or related field of study.
- Knowledge, understanding and sensitivity to the concerns and issues facing the LGBT community and the intersection of race, class, gender, sexual orientation and gender identity.
- Track record of advancing diversity, social justice education, ally development, equity, and inclusion initiatives in higher education.
- Proven experience in supervision and leading people and teams with a variety of identities and backgrounds.
- Excellent administrative and organizational skills including supervision, budget management, student advising, student learning, and program development.
- Strong interpersonal skills, political savvy, and sensitivity to engage effectively with a broad range of stakeholders and build consensus.
- Proven ability to build alliances and partner with stakeholders to promote student success.
- Demonstrated ability to respond effectively to challenging student and community issues including skills to lead difficult conversations and dialogues across difference.
- Highest degree of integrity and ability to maintain confidence as appropriate.
- Excellent written and oral communication skills.



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- Ability to navigate a large, complex public land-grant university and work with diverse campus constituencies around potentially controversial issues.

Chartered by the state of Georgia in 1785, the University of Georgia is the birthplace of public higher education in America — launching our nation’s great tradition of world-class education for all. One of America’s “Public Ivies” and a top 10 best value in public higher education, the University of Georgia tackles some of the world’s grand challenges — from combating infectious disease and securing the world’s food supply to advancing economic growth and analyzing the environment.

As Georgia’s flagship institution, the university is recognized for its commitment to student excellence, particularly through an emphasis on rigorous learning experiences both inside and outside the classroom, hands-on research, and leadership opportunities. These experiences contribute to the university’s exceptional retention, graduation and career-placement rates. Our students have earned more than 50 Rhodes, Marshall, Truman and other prestigious national academic scholarships over just the past decade. With its comprehensive reach, the university’s 17 colleges and schools enroll 36,000 students and have produced 315,000 alumni living worldwide. UGA employs approximately 1,800 full-time instructional faculty and more than 7,600 full-time staff.

The University of Georgia is actively engaged in a comprehensive campaign, Commit to Georgia, which includes a priority of removing barriers and opening doors for students.

Located in the Classic City of Athens, approximately an hour northeast of Atlanta, the university thrives in a community that promotes the benefits of a culture-rich college town with a strong economic center. The campus is home to more than 600 registered student and service organizations. Please see: [uga.edu](http://uga.edu).

Applicant screening will begin immediately. For full consideration, candidates are encouraged to submit their materials by **Friday, September 7, 2018**. The application packet should include a cover letter detailing how the applicant’s credentials and experience meet the needs, responsibilities, and qualifications stated above; a current resume/CV; and contact information for three references (who will not be contacted without further correspondence with the applicant).

All applicants must apply online at [FacultyJobs@UGA](mailto:FacultyJobs@UGA). Please see the job posting at:

<http://www.ugajobsearch.com/postings/29199>

To provide a nomination or seek additional information, please contact Taylor Cain, Search Committee Chair, at 706-542-6396 or [tc@uga.edu](mailto:tc@uga.edu).



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The University of Georgia is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, ethnicity, age, genetic information, disability, gender identity, sexual orientation or protected veteran status. Persons needing accommodations or assistance with the accessibility of materials related to this search are encouraged to contact Central HR ([hrweb@uga.edu](mailto:hrweb@uga.edu)). Please do not contact the department or search committee with such requests.