Leadership Development

**GA Position:** Leadership Development

**Department:** CSIL (Center for Student Involvement and Leadership)

**Supervisor:** Ms. Julie Varnish

**Job Description:**

- Assist the professional staff in the Center for Student Involvement and Leadership (CSIL) in the development and presentation of resources, materials, marketing, and learning opportunities for students to develop personal leadership skills through the Compass Leadership Program.
- Assist with recruitment and integration of the First Year Leader Scholar Program, including, but not limited to, programming initiatives, communication, and management of Compass Leadership Program-First Year Leader Scholar Program track.
- Act as Co-advisor to the Peer Mentors in conjunction with the Leadership Development Graduate Assistant, by assisting with the recruitment, selection, training, and supervision of the Peer Mentors.
- Assist with the management of the CCE (Co-Curricular Experience Program).

**Job Functions/Responsibilities:**

- Attend weekly Peer Mentor, and Center for Student Involvement and Leadership meetings.
- Coordinate, develop, implement, and facilitate various Compass Leadership Program workshops throughout the calendar year based on leadership competencies in basic, intermediate, and advanced levels.
- Serve as a consultant to students and student organization leaders seeking assistance and advice regarding leadership development.
- Assist with recruitment, selection, training, and supervision of Peer Mentors.
- Advise and facilitate Peer Mentor component of Compass Leadership Program.
- Attend/facilitate First Year Leader Scholar Program cohort meetings once/twice a month.
- Coordinate the BOG Program.
- Perform other tasks as directed by the Assistant Director of the CSIL and/or other Center for Student Involvement and Leadership personnel.

**Desired Qualifications:**

- Experience in a position of leadership in a club, organization, or similar setting.
- Effective oral and written communication skills.
- Effective and professional facilitation skills.
- Creativity in the development of topical workshops, resource materials, and group facilitation activities.
- Interest in researching leadership theories, strategies, and programming initiatives.
- High energy, mature, motivated, outgoing, organized, excellent interpersonal skills, and willingness to work in a fast paced environment

Graduate Student Outcomes:

- Increased knowledge of leadership theories and application
- Program planning and implementation
- Facilitation skills/experience
- Advisory experience

Appropriate SRU Graduate Majors:

- Counseling and Development – Student Affairs in Higher Education

Supervisor’s Expectations:

- Position requires 18.75 hours per week to be arranged with supervisor
- Position is part of the Center for Student Involvement and Leadership and as such will include other duties necessary to ensure the success of major events sponsored by the Center including: Compass Leadership Program, Homecoming, major concerts, Welcome Week, Saturday Showcases, etc.
- Position requires an individual with a lot of energy, creativity, a sense of humor, and a willingness to learn and have fun doing so

Contact Information:

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