



Wingate University
Open Position Description
Interim Director of the Wayfind Program

Position Title: Interim Director of the Wayfind Program

Location: Wingate Main Campus

Founded in 1896, Wingate University is a laboratory of difference-making that serves more than 3,600 students in North Carolina. Wingate offers 36 undergraduate majors as well as six master's and four doctoral programs. The University is home to the Cannon College of Arts and Sciences; the Levine College of Health Sciences; the Byrum School of Business; and the College of Professional Studies, which includes the Thayer School of Education and the School of Sport Sciences. The University's motto is "Faith, Knowledge, Service." Learn more at www.wingate.edu.

Position Summary: The Interim Director, a faculty or staff member in the School of Education, will provide leadership and direction for the Wayfind Program (a college access and mentorship program through a partnership with UCPS).

Responsibilities:

- Manage and cultivate Wingate's partnership with Union County Public Schools (UCPS) to implement the Wayfind Program, a college-readiness initiative for high achieving, at-risk students
- Supervise and direct all Wayfind staff members, including graduate assistants and student mentors
- Design and implement a comprehensive assessment strategy for developing and measuring program outcomes
- Provide a professional and consistent presence within the UCPS Wayfind Program and partner schools
- In conjunction with the Dean of the College of Professional Studies, represent the University and Wayfind Program within the UCPS system
- Coordinate closely with advisors of the Black Student Union, Latino Club, and ALPFA to recruit student mentors for the Wayfind Program, as well as encourage members to participate in UCPS initiatives involving Wayfind
- Develop a communication, recruitment, and outreach strategy for prospective Wayfind scholars and their families
- Coordinate and attend all Wayfind special events such as summer camps and events with scholars and families
- Effectively partner with members of the campus community and UCPS to ensure continued success and growth of the program
- Produce scholarly publications and presentations related to the Wayfind Program

Qualifications and Experience:

- Undergraduate degree required (Terminal Degree preferred) from a regionally accredited college or university
- Develop, implement, and assess curriculum and program outcomes
- Ability to teach graduate level education classes and/or supervise doctoral dissertations
- Develop partnerships leading to outside funding and program opportunities
- Progressive experience (preferably in education) at a higher education institution
- Ability to maintain a high level of professionalism and confidentiality
- Ability to produce high quality presentations and utilize professional presentation skills
- Ability to multitask and meet hard deadlines
- Collaboration skills internally and externally for the institution

Competencies:

- Analytical; uses data to inform decisions
- Excellent communication and organizational skills at all levels
- Understands the importance and value of diversity, equity, and inclusion
- A commitment to multicultural engagement and its value in public education
- A growth and team mindset, and a demonstrated understanding of partnerships
- Ability to develop, implement, and assess curricula and program outcomes
- Ability to follow directives with minimal supervision
- Seasoned and skilled in research, publishing, and public relations
- Action-oriented; delegates and supports
- Fundraising and grant writing skills

To apply, submit the following to **Human Resources** at careers@wingate.edu and h.griffin@wingate.edu.

1) Letter of interest, 2) resume and 3) contact information for three references.

EQUAL OPPORTUNITY EMPLOYER: Wingate University abides by all federal and state laws prohibiting employment discrimination solely on the basis of a person's race, color, creed, national origin, religion, age (over 40), sex, marital status or physical handicap, except where a reasonable, bona fide occupational qualification exists. Wingate University is committed to the provisions of the Americans with Disabilities Act and its amendments. Wingate University expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability or veteran status.