



Wingate University
Open Position Description
Director of Success Coaching

Position Title: Director of Success Coaching

Position Location: Wingate Main Campus

Position Summary: The University seeks an innovative, dynamic, and collaborative individual to provide leadership in support of the University's student success mission. The Success Coaching program focuses on personally, individually, and systematically connecting first year students to the academic, social, financial, and other support services which assist students to successfully transition through their first year of college. A successful first year student experience would be characterized by academic progression at the university, living on-campus or commuting satisfactorily, and persisting into the second year and beyond.

Duties and Responsibilities:

- Supervise the work of four (4) success coaches.
- Carry a case load of first year students.
- Report to the Director of First Year Experience, Dr. Brooke Mitchell, who works within the Academic Affairs and Student Engagement Division of the University.
- Model and develop a team that is exemplified by:
 - Deep abiding passion for assisting first-year students and for fostering meaningful social connections, developing appropriate academic success habits, and navigating the challenges of being a college student in a post-pandemic moment.
 - Ability to successfully manage a case-load of first year students, focusing on determining key needs of students, connecting to campus support solutions, following up appropriately, and integrating students into social, academic, spiritual, affinity, and other support groups or services.
 - Appreciation for diverse, first-generation, and socio-economically challenged students and a willingness to work individually and in groups to help them successfully transition from first year to second year students.
 - Ability to work collegially across various support units, build relationships, attract consensus, and take initiative when appropriate.
 - Fluency in basic elements of word processing, spread sheets, and commonly used communication tools and platforms.
 - Creative problem solver, cognizant of the mission of Wingate University, and able to build bridges across other campus units, academic and non-academic, in service of the institutional goals.
 - Ability to resolve conflicts.
 - Commitment to inclusion and diversity; appreciative of the institution's rich history; clear valuing of the role and necessity of cultural competence.

Qualifications and Experience:

- Degree from an accredited university required.
- Two or more years in a student success, student affairs, or student engagement role at a university or community college required.
- Working knowledge of current or recent challenges of being a college student preferred.
- Knowledge and experience with MS Office and Google Workspace.

To apply submit the following to Human Resources at careers@wingate.edu AND provost@wingate.edu.

- 1) Resume or current curriculum vita
- 2) Letter of interest expressing reasons for your interest in the position, including an outline of core competencies
- 3) Statement of principles and vision regarding matters of campus inclusion and equity

Review of materials will begin immediately with a rough timeline of interviewing over the month of July. Duties are expected to begin before August 19, 2021.

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.

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.