



Wingate University Pharmacy Student Success Coordinator

Founded in 1896, Wingate is one of the fastest-growing independent universities in the state, serving more than 3,600 students on three campuses. We emphasize faith, knowledge, and a spirit of service in all our programs regardless of the field of study. At Wingate, we are committed to an inclusive and welcoming environment for working, learning, and living. As an equal employment opportunity employer, we respect each individual and support the diverse cultures, perspectives, skills, and experiences within our workforce. Wingate's main campus is located on 400 acres of beautiful landscape and is only 25 minutes from the Charlotte metropolitan area. Learn more at www.wingate.edu.

Position Title: Pharmacy Student Success Coordinator, School of Pharmacy

Position Location: Wingate Main Campus

Position Summary: The Student Success Coordinator is a full-time staff position located on the Wingate campus and reporting to the Assistant Dean, Students in the School of Pharmacy. This position has broad responsibilities associated with the goal of assuring the academic/study skills necessary for the mastery of the prescribed cognitive, psychomotor, and affective domain learning objectives required for the awarding of the Doctor of Pharmacy degree. To that end, the Success Coordinator works directly with pharmacy faculty and students for the enhancement of the learning process. The Success Coordinator will counsel, motivate, teach, advise, and assist students in the mastery of professional school learning skills.

Duties and Responsibilities:

- Collaborate with members of the Office of Student Services to coordinate efforts that support students from matriculation to graduation
- Assist with pharmacy student onboarding program
- Collaborate with others to execute our academic early-alert system
- Coordinate a formalized academic monitoring system to respond to student needs in real time
- Serve as advisor to first year fall semester pharmacy students.
- Hold regularly scheduled meetings with designated students facing additional challenges to boost engagement and support
- Develop individualized student assistance including: time management plans, structured class study plans, counseling for note-taking skill enhancement and test-taking skill enhancement
- Counsel students on issues related to school/life balance.
- Provide individualized student wellness assessment and counseling
- Create and present faculty, staff, and advisor development sessions
- Collaborate with staff across the School of Pharmacy to carry out functions and events
- Serve as an *ex-officio* member of the Academic Standards Committee
- Refer students to other University resources as needed

Qualifications and Experience:

- Bachelor's degree required
- Academic and personal counseling experience required
- Excellent organizational and communication skills
- Commitment to actively support and advance DEI initiatives
- Passion for student-centered, service-oriented work
- Proficiency in basic Microsoft Office
- Some travel required

To apply, please submit a letter of interest, resume, and contact information for 3 references to Human Resources at careers@wingate.edu. In your letter of interest, please include how you would leverage the opportunities of this role to positively impact Wingate University's efforts around inclusion, diversity, and equity.

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.