Notice of Vacancy
Director for Student Success and Advising Center
College of Family and Consumer Sciences
The University of Georgia, Athens
(ADMINISTRATIVE MANAGER II - Job code: 10012)

The College of Family and Consumer Sciences (FACS) seeks a candidate to serve as the Director of Student Success and Advising Center. The position is full time and begins as early as August 1, 2014. Applications received by May 26, 2014 will receive full consideration.

General Information:
This position is a highly responsible managerial position which independently performs administrative functions by directing the planning, organizing and executing the day to day operations of the center in the dean’s unit in the UGA College of Family and Consumer Sciences (FACS) providing comprehensive full-service support for prospective and current undergraduate and initial inquiries by prospective graduate students. The Director is charged to elevate academic advising, recruitment and enrollment management strategies, the first-year experience and transition to college, enhanced and coordinated experiential learning opportunities in the college, and exceptional student leadership and career development through highly engaging, purposeful, and integrated programming. This individual reports to the Associate Dean for Academic Programs.

UGA Facts:
Founded in 1785, the University of Georgia http://uga.edu/ is a large and diverse land-grant institution in Athens, Georgia, charged with the responsibility of developing and carrying out educational programs of outstanding quality for the people of the State of Georgia and beyond. The UGA College of Family and Consumer Sciences http://www.fcs.uga.edu/ is guided by the signature motto “Knowledge for Real Life.” FACS faculty and students are studying and applying the principles of design and business, the sciences and technologies to develop healthier people and thriving communities through more effective educators and a high-tech global workforce. More than 70 faculty, 1,400 undergraduates and 200 graduate students are involved in teaching, research and outreach programs in the fields of human development and family science; foods and nutrition; financial planning, housing and consumer economics; and textiles, merchandising and interiors.

Qualifications:
Master’s degree in higher education/student affairs, family and consumer sciences or related field and minimum two years management experience including supervisory experience; OR ten (10) years related management experience; OR equivalent combination of experience, training and/or education.

How to apply: For the responsibilities assigned to this position and further information, including instructions on how to apply, visit https://www.ugajobsearch.com. Posting number: 20140620

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