Gender and Sexuality Campus Center (GSCC) Director

Job no: 791926
Work type: Support Staff
Pay Grade: 14
Major Administrative Unit / College: Division Of Student Life And Engagement
Department: The Gender And Sexuality Campus Center 40001235
Sub Area: APSA- Pro Supervisory
Salary: Salary Commensurate with Experience
Location: East Lansing
Categories: Administrative/Business/Professional, Student Services/Student Affairs, Professional Supervisory- APSA, Full Time (90-100%), Union, Remote-Friendly

Position Summary
The Gender and Sexuality Campus Center Manager will provide leadership for the office and all programs and services. In this role, the manager will center the needs of students who identify with the lesbian, gay, bisexual, transgender, queer, intersex, asexual, and two-spirit (LGBTQIA2S+) communities in their transition to and throughout their time at MSU.

The Manager will provide support for student academic, professional, cultural, and personal development by shaping University policy, cultivating GSCC donor relationships, supervising GSCC professional staff, and advocating for LGBTQIA2S+ inclusion. It is an expectation that the Manager address compounded oppressions created by overlapping marginalized identities. This includes and is not limited to supporting the unique needs of LGBTQIA2S+ students with disabilities, LGBTQIA2S+ students of color, and LGBTQIA2S+ international students.

The Manager will work to develop programs and services to support the retention, graduation, and academic success of students. They will contribute to an inclusive campus environment by providing resources for LGBTQIA2S+ students and education for the broader community. All programs under the auspices of this position seek to respond to the needs of students and the campus community in ways that are aligned with the GSCC’s core values of justice, transformation, love, joy, intersectionality, and courage.

Characteristic Duties and Responsibilities:
• Leads and manages the development and implementation of the GSCC strategic plan and future vision in alignment with better professional practices and CAS standards
• Hires, trains, supervises, and evaluates full time, graduate, intern, and undergraduate student employees to ensure the development of a cohesive team
• In conjunction with the Development and Advancement Officers, engages to cultivate opportunities with potential donors and external agencies to augment funding sources for GSCC programming, scholarships, and projects
• Works collaboratively with other units in the DEIB Department, across the Division of Student Life & Engagement and the University to develop and implement shared initiatives responding to student needs
• Plans, directs, and manages budget processes, personnel activities and other administrative functions including exercising responsibility for the management, authorization of expenditures, and personnel transactions of the unit.
• Designs, implements, facilitates educational and training programs and workshops to enhance cultural awareness among students, staff, and faculty within the University community. Consult with other Student Life and Engagement units, academic units, and university leadership and external constituents on issues of sexual identity, gender identity, and gender expression
• Supports programing that is responsive to the intersectionality of marginalized identities. Develop and implement learning outcomes-based assessment for all programs, workshops, and educational opportunities.
• Builds networks with external and internal stakeholders by serving on and leading various relevant university-wide committees and initiatives.
• Performs campus climate surveys to assess experiences of students around LGBTQIA2S+ issues and use data to inform future initiatives in the GSCC and to make recommendations to University administration on improving campus support for LGBTQIA2S+ students

Communications/Interpersonal Relationship Interaction with:
• Senior Vice President and Assistant/Associate Vice Presidents of Student Life and Engagement - to coordinate priorities, problem solve, and exchange of information; will also communicate for advice, direction, and approval.
• Diversity, Equity, Inclusion, and Belonging Unit Directors – to serve as a resource person and obtain necessary information for decision making and collaboration.
• Students/Student Organizations – to advise, train, evaluate and resolve problems.
• Co-Workers and Colleagues – to coordinate activities and exchange information.
• University Departments/Staff/Faculty- to coordinate services, schedule presentations and exchange information.
• Clerical Staff – to exchange information.
• Off-Campus Agencies – to request services, coordinate programs and exchange information.
• Families and supporters – to provide information and resources.

This position is located at the Student Services Building.

Unit Specific Education/Experience/Skills
Knowledge equivalent to that which normally would be acquired by completing one or two years of post-bachelor degree work such as a Master's degree in Student Affairs, Social Work, Psychology, Education, Counseling or related field; three to five years of related and progressively more responsible or expansive work experience in handling crisis situations; experience with student advising; experience in developing, implementing and assessing educational programs and events; experience in
community education and supervision; or an equivalent combination of education and experience.

**Desired Qualifications**
Terminal degree in relevant area (Education, Student Affairs, Social Work, Counseling or related field); five to eight years of full-time work experience in higher education; experience in a supervisory role; experience developing individual and community development activities; experience and familiarity with both LGBTQIA2S+ issues and their intersections with Communities of Color; or an equivalent combination of education and experience. Has a working knowledge of current trends in higher education. Demonstrated commitment to educational equity across social identities; previous full-time experience demonstrating effectiveness working with the lesbian, gay, bisexual, transgender, queer, questioning, and allied community, as well as, the intersections of sexual orientation and gender identity in higher education environments; high level of intercultural competency and experience with developing intercultural leaders; experience with assessment, research and fundraising; strong written and oral communication skills; strong public speaking and group facilitation skills. Experience supervising full-time staff.

**Equal Employment Opportunity Statement**
All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, citizenship, age, disability or protected veteran status.

**Required Application Materials**
Resume
Cover Letter

**Together-we-will Statement**
The university is requiring all MSU students, faculty and staff to be vaccinated against COVID-19 with limited exceptions. Learn more at: https://msu.edu/together-we-will/

**Work Hours**
Monday - Friday 8:00 a.m. - 5:00 p.m. May require some evenings and weekends.

**Website**
gscc.msu.edu

**Remote Work Statement**
MSU strives to provide a flexible work environment and this position has been designated as remote-friendly. Remote-friendly means some or all of the duties can be performed remotely as mutually agreed upon.

**Bidding eligibility ends June 28, 2022 at 11:55 P.M.**

**Advertised:** Jun 22, 2022 Eastern Daylight Time
Applications close: Jul 12, 2022 Eastern Daylight Time

To apply, please visit: https://apptrkr.com/3186288