

**SAINT LOUIS UNIVERSITY
PROGRAM DIRECTOR (STUDENT SUCCESS CENTER-DISABILITY SERVICES)**

JOB DESCRIPTION

Job Summary: Under general direction, provides leadership for and coordination of University services for students with disabilities; counsels students with physical and learning disabilities; arranges accommodations; facilitates training and resources for faculty and staff in the area of disabilities; serves as representative with various organizations internal and external to the University; supervises staff who oversee and coordinate testing services.

CHARACTERISTIC JOB TASKS AND RESPONSIBILITIES

May include any and/or all of the following:

1. Provides leadership and supervision for disabilities services department and related staff.
2. Plans and coordinates University services to students with physical and learning disabilities, in cooperation with various campus departments; assesses needs of diverse services.
3. Interacts with faculty and various departmental personnel to arrange adequate physical classroom accommodations; develops faculty and staff awareness activities.
4. Makes arrangements for student placements and services reimbursement with state vocational rehabilitation agencies; serves as University representative with local and national disability organizations.
5. Interprets test results and behavioral information related to learning disabilities; monitors progress of individual student academic, personal, and social development plans; performs other duties as assigned.

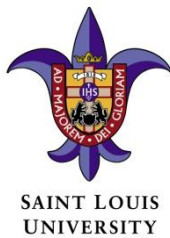
KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Knowledge of University policies and procedures
Interpersonal/human relations skills
Verbal and written communication skills
Ability to relate to students
Counseling/advising skills
Supervisory skills
Ability to act as an advocate for both the student and the University
Ability to relate to students
Ability to maintain confidentiality

MINIMUM QUALIFICATIONS

Education and experience equivalent to:

Bachelor's degree with a Master's preferred; supplemented with two (2) years related work experience.



**EMPLOYMENT WITH THE
DIVISION OF STUDENT DEVELOPMENT
SAINT LOUIS UNIVERSITY**

Saint Louis University, a Catholic, Jesuit institution, dedicated to education, research and healthcare, is seeking applications for the position of Assistant Vice President and Dean of Students for Student Development. The position is currently available.

About Saint Louis University

Saint Louis University is a Catholic, Jesuit university ranked among the top research institutions in the nation. The University fosters the intellectual and character development of more than 14,000 students. Founded in 1818, it is the oldest university west of the Mississippi and the second oldest Jesuit university in the United States. Through teaching, research, health care and community service, Saint Louis University has provided one-of-a-kind education, leadership and service for nearly two centuries. The University is located in a vibrant urban setting in the heart of St. Louis, a metropolitan area with a population of nearly 3 million. SLU also has a campus in Madrid, Spain, enrolling 670 undergraduate students in residential as well as study abroad programs and master's students. More information about Saint Louis University can be found at <http://www.slu.edu>.

About the Division of Student Development

In support of our Catholic, Jesuit mission, the Division of Student Development at Saint Louis University facilitates programs, services and experiences that help students develop as leaders who are holistically formed, critically reflective, and socially and personally responsible. As a Division, we operate in partnership with other University departments and our students to assist them in reaching their full development as persons recognizing that learning takes place, formally and informally, in the classroom and through the activities, experiences and lives of students outside the classroom. Student formation includes the physical, emotional, social, intellectual, spiritual, vocational, and moral growth that takes place during a student's SLU experience. Our diverse profile of services, including over a dozen departments and programs, contribute to this holistic learning environment. Our staff consists of over 100 committed professionals, whose diversity, advanced education, commitment to student learning, and aspiration to excellence is evident.

Saint Louis University Diversity and Inclusion Vision Statement

Faithful to its values of promoting social justice and the dignity of all human beings, Saint Louis University is committed to fostering an inclusive environment that welcomes and celebrates all expressions of diversity and identity that advance the Jesuit mission of forming women and men for an with others. This commitment inspires and prepares students, faculty and staff to create communities unburdened by discrimination and oppression.

TO APPLY

All applications must be made online at <http://jobs.slu.edu> and must include a letter of application containing a statement of personal qualifications, a current resume or vita, and names, addresses, telephone numbers, and email addresses of at least three professional references.

Saint Louis University is an affirmative action/equal opportunity employer- (AA/EOE) and encourages nominations and applications from women and minorities. <http://www.slu.edu/x40826.xml>.