CREATE AN EXPERIENCE.

Help us develop our student team.
We’re accepting applications for an **STUDENT EMPLOYMENT EXPERIENCE COORDINATOR** for the University of Vermont’s Event Services team and the Dudley H. Davis Center.

**POSITION DESCRIPTION**
Transform and develop a comprehensive departmental student employment program for approximately 100 student staff members across six primary teams in University Event Services. Coordinate and facilitate a comprehensive recruitment, selection, and onboarding process for student success. Lead the evolution of student staff training and leadership development programs for student staff. Design and implement a training/development initiative for students’ supervisors (professional staff) and develop and implement an assessment process for overall student staff experience. Directly supervise the team of 20-25 student Information Desk Assistants for the Davis Center including hiring, training and supervising. Responsible for the overall management and support of the two Davis Center Information Desks.

The University of Vermont is an Equal Opportunity/Affirmative Action Employer. Women, veterans and people from diverse racial, ethnic, and cultural backgrounds are encouraged to apply.

**APPLICANT QUALIFICATIONS**
Bachelor’s degree and one to two years of related experience to include student training, supervision, or student center employment required. Effective oral, written, and interpersonal skills required. Ability to work independently required. Demonstrated commitment to diversity inclusion and social justice required.

**APPLY AT UVMJOBS.COM (POSTING NO. S1994PO)**

[Link to UVM Jobs Website]