



<b>Job Title</b>	<u>Director, Greek Life</u>	<b>Job Code</b>	<u>SD0728</u>
<b>Pay Plan</b>	<u>A&amp;P</u>	<b>Pay Grade</b>	<u>18</u>
<b>Union</b>	<u>Non-Union</u>	<b>Union Code</b>	<u>0</u>
<b>Job Family</b>	<u>Student Development &amp; Enrollment Services</u>	<b>Subfamily</b>	<u>Student Involvement/ Leadership</u>

**Job Family & Subfamily Summary**

**Student Development & Enrollment Services Professionals** develop, implement, facilitate, and evaluate various programs focused on assisting students in successfully integrating into the University environment.

**Student Involvement/Leadership Professionals** provide quality programs and leadership opportunities that enrich the student experience and enhance the campus environment.

**Job Summary**

Provides oversight of staff and manages the budget. Establishes and implements a strategic plan that coordinates with the mission of the institution and the division.

**Representative Duties**

1.
  - Manages budgeting, staff supervision, strategic planning, and national office relations
  - Ensures proper supervision to the community is being initiated and students are educated on values and safety, receives sufficient programs to further student development
  - Establishes and implements a three, five, and ten-year plan for the Greek community to promote growth
  - Coordinates efforts with National offices, alumni, student leaders and campus partners to provide effective programs, initiatives and relationships to reduce risky behaviors on the campus
  - Provides leadership development training for chapters, staff and advisers
  - Collaborates with internal and external partners to maintain positive relationships and encourage civic engagement
  - Maintains positive relationships with students in fraternities and sororities
  - Maintains effective and important relations with all stakeholders

<b>Education, Experience, Skill Requirements</b>		
	<b>Required</b>	<b>Preferred</b>
<b>Education Level</b>	Bachelor's	Master's
<b>Certification(s)</b>		
<b>Licensure(s)</b>		
<b>Work Experience</b>		
8+ years of relevant work experience 3+ years of leadership experience OR 6+ years of relevant work experience with a Master's Degree 3+ years of leadership experience		
<b>Additional Requirements</b>		

<b>Physical/Environmental Demands</b>
Standard office environment with no unique physical demands

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**This general outline illustrates the type of work that characterizes the job. The statements in this job description are not intended to be an exhaustive list of all duties, responsibilities and qualifications required of the job.**