

Position Description

Position Title: Director of Service-Learning and Instructor, Dept. of Psychology

Classification: Unclassified

Function of Work: Promote service-learning on and off campus by serving as a point of contact where the community and university can join together to identify needs and share resources. Serves on the University of Louisiana System Council on Service-Learning and works closely with faculty, staff, students, and community to share information about resources, projects, and related opportunities. Teaching, advising, and activities in the department of Psychology.

Supervision Received: Director of Counseling and Career Services and Chair of the Department of Psychology

Supervision Exercised: Psychology Graduate Assistant

Qualifications: Master's Degree or higher in Psychology and experience in community service and service/experiential-learning, higher education administration and instruction. Strong organizational and communication skills required.

Responsibilities

- Promote service-learning among students, faculty, staff, and students in undergraduate and graduate education.
- Promote the university and service-learning among community partners.
- Provide consultation and guidance with project development, assessment, curriculum integration, and resources.
- Assist with the dissemination of information about service-learning opportunities and resources and recruit and develop community partnerships and outreach.
- Work with NSU faculty, staff, students, and community partners to strengthen existing and develop new service-learning opportunities
- Develop appropriate evaluation measures for service-learning projects.
- Represent the university as liaison with state, regional and national service-learning and related organizations.
- Provide instruction for the Department of Psychology.
- Provide academic advising and related activities for the Department of Psychology.
- Maintain professional licensure, certification and membership in appropriate professional and related organizations.
- Participate in professional development activities and serve on University committees.
- Maintain visibility on campus and at campus events by regular attendance and participation in events.
- Participate in first year experience events.
- Other duties as requested.