

Position Announcement
TRiO Student Support Services (SSS)

- Position:** TRiO STUDENT SUPPORT SERVICES Education Specialist
Nine month and two summer terms grant position.
- Job Description:** The Education Specialist assumes all SSS services in caseload assignment. Conducts SSS orientation and workshops. Provides individual and group counseling for participants. Maintains individual student records. Assists SSS participants with exploring career fields, choosing career goals, selecting college majors, and scheduling courses. Participates in staff development and in-service training meetings.
- Qualifications:** Master degree in counseling, education, administration, or a related field. One year of experience in classroom management, assessment, and facilitating group workshops. Specific knowledge of career counseling and financial aid. Skills in public relations and speaking.
- Salary:** Mid \$30's
- Application:** Send a letter of interest, professional resume, and the names, phone numbers and email addresses of five references to:

Student Support Services Committee Chair
Email: brayj@hsu.edu
Henderson State University
Arkadelphia, Arkansas 71999-0001

DEADLINE FOR SUBMISSION: September 21, 2020. The final applicant for this position will be required to submit to a background screening including a criminal background check pursuant to university policy. The applicant will also be required to provide official transcripts.

Henderson State University is an Equal Opportunity/Affirmative Action Employers