



Position Announcement

TRiO Educational Opportunity Center

Position: TRiO Educational Opportunity Center (EOC) Education Specialist
Nine-month and two summer terms

Job Description: The EOC Education Specialist is responsible for EOC program activities, delivering required and permissible services to EOC participants, including conducting workshops, providing information on postsecondary admission, enrollment, and helping participants complete college admissions applications and financial aid forms.

The Education Specialist reports to the Henderson State University EOC Assistant Director, HSU Administration, and the U.S. Department of Education.

Qualifications: Master's degree in counseling, social work, education, or related areas. Commitment and experience in working with disadvantaged populations. Specific knowledge of career counseling, educational opportunities, and financial aid. One year of experience in working with community agencies, skills assessment, group workshops, and strong computer technology proficiency.

Salary: Salary dependent on qualifications and experience

Application: Send a letter of interest, professional resume, and the names, phone numbers, and email addresses of three references to:

Email: portert@hsu.edu
Henderson State University
Arkadelphia, Arkansas 71999-0001

DEADLINE FOR SUBMISSION: September 10, 2021

HENDERSON STATE UNIVERSITY IS AN AA/ADA/EOE. WOMEN AND MINORITIES ARE ENCOURAGED TO APPLY.

NOTE: The applicant selected for this position will be required to submit to a background screening, including criminal background check.

Henderson State University is an Equal Opportunity Employer/Affirmative Action Employer with a significant commitment to the achievement of excellence and diversity among its faculty, staff, and students.