



POSITION ANNOUNCEMENT
Student Success Coach and Accessibility Specialist

Mount Vernon Nazarene University exists to shape lives through educating the whole person and cultivating Christ-likeness for lifelong learning and service.

Mount Vernon Nazarene University (MVNU) is an intentionally Christian teaching university for traditional age students, graduate students, and working adults who seek opportunities to learn and grow in an academic community of faith. The University provides the context for a transformational experience through excellent academics, service opportunities, caring relationships, and a nurturing spiritual and social environment. Faculty, staff, and students are challenged to achieve their highest potential, to become increasingly Christ-like and to make a difference in their world through lifelong service.

MVNU seeks a full-time (37.5 hours per week), 10-month **Student Success Coach and Accessibility Specialist** on the Mount Vernon main campus. This position works in the Center for Student Success (CSS), reports to the Director of Student Success, and is available immediately, upon appointment of a successful candidate. The University pay grade for this position is "C", with starting pay based on qualifications and experience. A full complement of benefits is provided including a health care plan, retirement plan, and tuition assistance (for self and dependents). The candidate will also receive generous holidays, and vacation and sick days earned on an accrual basis.

Responsibilities for this position include:

- Serves as a Student Success Coach for a roster of students to encourage academic, vocational, and personal growth at MVNU, building strong relationships with students and strategic partnerships with faculty and staff to promote a culture of success and persistence
- Assesses student opportunities for and barriers to academic success, collaborating on success plans, following up as plans are implemented, and designing student success workshops and resources for the MVNU community
- Collaborates with Director of Student Success on academic alert processes to coordinate interventions, such as tutoring, academic peer mentors, supplemental instruction, counseling, accessibility services, and other University resources
- Assists Associate Director of Accessibility Services with duties such as: researching accommodations best practices, collaborating with faculty, staff and students on assistive technology needs, and liaising with MVNU community and partners on campus accessibility needs
- Works with Academic Enrichment Coordinator to organize and operate Supplemental Instruction program and the Nease Institute
- Maintains awareness of emerging practices and proactive strategies for intervention, student success, and ADA laws, regulations, and compliance
- Creatively markets student success programs and manages CSS online presence, maximizing participation and communicating information regarding program benefits to students, faculty, staff, parents, and administrators
- Maintains detailed records of student meetings, emails, missed meetings, etc.
- Other duties as assigned.

Expectations for the successful candidate:

- Evangelical Christian statement of faith, experience, and mission fit
- Bachelor's degree strongly preferred
- Passion for working with a variety of students including at-risk or struggling students, high achievers, and students in the middle

- Excellent oral and written communication skills
- Technology proficiency with Microsoft Office and a quick learner for new technologies
- Self-motivated, very organized, positive, and a team player
- A calling to work with college students in the higher education environment
- Desire to continually learn new things
- Personal experience as a first-generation or at-risk college student preferred
- Ability to lift 25 lbs

To be considered for this position, please email a resume to humanresources@mvnu.edu and complete the application, found at: <http://mvnu.edu/jobs/application>. Applicants submitting materials via email should attach either a Microsoft Word or .PDF File. Alternatively, materials can be faxed to (740-397-1005), or mailed to:

Mount Vernon Nazarene University
Human Resources
800 Martinsburg Road
Mount Vernon, OH 43050

Professional and personal references are required, consistent with the responsibilities associated with this position. A background check will be performed prior to appointment. Mount Vernon Nazarene University is committed to fostering a non-discriminatory campus environment in which community members can learn and work. MVNU prohibits discrimination on the basis of race, sex, age, color, national origin, disability, marital status, or military service in the operation of all University programs, activities, and services. As a faith-based institution, the University is exempted from certain laws and regulations concerning discrimination. The University maintains the right, with regard to its lifestyle covenant, employment, and other matters, to uphold and apply its Christian beliefs related to, among other issues, marriage, sex (gender), gender identity, sexual orientation, and sexual activity to the fullest extent permitted by law. Thus, MVNU attempts to make all policies and decisions within the doctrinal and moral convictions of the Church of the Nazarene (e.g., Articles of Faith, Covenant of Christian Conduct including the Statement on Human Sexuality and Marriage, Covenant of Christian Character, and the Statement on Discrimination, 915).