

DIRECTOR OF OZARKS' MOMENTUM PROGRAM

JOB SUMMARY/OBJECTIVE:

The University of the Ozarks invites nominations, inquiries, and applications for the position of Director of Ozarks' Momentum Program.

The Director of Ozarks' Momentum is responsible for planning, launching, and implementing Ozarks' Momentum High Impact Practice program, which seeks to expand access to high impact practice opportunities to help students build applied skills, professional networks, and post-graduation readiness. With a focus on developing new experiences such as internships, service-learning opportunities, undergraduate research, international experiences, and other high impact practices, the Director will work closely with Ozarks' faculty, Career Services Director, and the Alumni Development office to coordinate placements, manage student opportunities, and build employer, alumni and institutional partnerships beyond Clarksville.

DUTIES AND RESPONSIBILITIES:

- Lead and cultivate a vibrant high impact practice program through collaboration with faculty, staff, and students that positively contributes to the University's mission and retention/persistence/graduation goals.
- Recruit, develop, and build partnerships with alumni, employers, and faculty/staff to create at least 100 experiences per academic year.
- Create policies, procedures, and best practices that ensure maximum student participation.
- Develop outreach strategies and materials to increase awareness and partner/student knowledge of the program.
- Determine application practices, student/faculty funding procedures, and financial awarding criteria.
- Collaborate with the Vice President for Student Success and the Student Enrichment Fund Committee to manage the Momentum program budget, including understanding and following Ozarks' policies for endowed student enrichment funds.
- Track participation data and assess program outcomes in relation to retention, graduation, and post-graduation outcomes.

SKILLS AND ABILITIES:

- Strong organizational, creative and innovative capabilities and the ability to successfully implement new initiatives.
- Demonstrated ability to cultivate strong partnerships with faculty, staff, employers, alumni, and community partners.
- Experience in program design and implementation.
- Knowledge of high impact practices and understanding of the relationship to strong student outcomes.
- Fiscal management and budget preparation.
- Program evaluation and assessment.
- Ability to carry out a variety of assignments and implement effective courses of action independently.
- Excellent oral, written, and interpersonal communication skills.

- Working some nights and weekends as necessary to fulfill responsibilities of the position.

QUALIFICATIONS:

- Master's degree preferred
- Relevant, progressive experience in program management and leadership

ABOUT UNIVERSITY OF THE OZARKS

The University of the Ozarks is a student-centered university that values honesty, service, Sabbath, hospitality, growth, and justice. The institution believes that neither financial circumstances nor diverse background should be a barrier to an Ozarks education. The University promotes vigorous teaching and learning in keeping with its mission of preparing students for life beyond Ozarks, and it emphasizes a student experience that is academically rewarding, strengthens vocational discernment, builds personal integrity, and encourages spiritual growth.

Ranked among the top comprehensive baccalaureate institutions in the Southern region by U.S. News & World Report, University of the Ozarks blends the liberal arts and professional preparation in a student-centered environment emphasizing quality teaching and student learning. The University serves approximately 800 undergraduate students on a campus in Clarksville, Arkansas, located along Interstate 40 approximately 90 miles northwest of Little Rock and nestled between the Arkansas River and the Ozark Mountains. Students come from diverse religious, cultural, educational, and economic backgrounds, representing communities throughout the United States and more than 20 countries around the world. Recent campaigns have enhanced facilities, academic programs, and other campus initiatives. For more information, visit www.ozarks.edu.

APPLICATION PROCEDURES:

Send a letter of interest, résumé, and three to five professional references to:
HumanResources@ozarks.edu