

Student Leadership Advocate – Leadership Programs, Leadership & Community Engagement

Office/Department: Office of Student Life, Department of Leadership & Community Engagement

Supervisor: Kala McClure, Graduate Teaching Associate for Leadership Programs

Function Statement:

The Student Leadership Advocate position is designed to support the department's mission and daily responsibilities, while providing the student with hands-on professional experience. The mission of Student Leadership Advocates is to make leadership education more accessible to and inclusive of everyone at The Ohio State University, with this position focused primarily on the delivery of this content to the student body.

The specific duties associated with this position will vary according to organizational needs.

Possible Responsibilities:

- Workshop & Dialogue Facilitation
 - Facilitates workshops and dialogues on a variety of leadership development topics for requesting organizations (e.g., student organizations, classrooms, residence halls, sororities, fraternities, athletic teams, etc.)
 - Facilitates workshops and dialogues on a variety of leadership development topics for the open registration Leaders Engaging in Actions for Development (LEAD) Series
- Certification, Training & Professional Development
 - Participates in ongoing training processes to become certified peer educators and to be permitted to facilitate and co-facilitate all standardized workshop content
 - Pursues further professional development opportunities with various campus and community partners to demonstrate a dedication to continued learning
- Administration
 - Assists with the workshop request, scheduling, and consultation processes
 - Demonstrates appropriate and effective communication with both campus and community partners, via email, telecommunication, and in-person
 - Provides administrative and programmatic support to the Department of Leadership & Community Engagement and all related programs, including Leadership Awards and Leadership Week
 - Consults with Supervisor on standardized facilitation content updates and additions to workshop catalog, especially after multiple consecutive years in the position

Minimum Requirements/Qualifications:

- Current student (undergraduate, graduate, or professional) status
 - If you have an GTA or GRA position, you will not be eligible for this hourly position
- Desire to seek improvement and growth in both programming and personal development
- Strong interpersonal skills; must be able to communicate effectively and appropriately with a wide variety of audiences
- Ability to multitask and work independently
- Ability to collaborate with others while working toward a common goal
- A commitment to equity and justice and a desire to continue growing as a socially just leader

Commitment:

5-8 hours per week during autumn and spring semesters, including a weekly staff meeting, workshop facilitations, and other miscellaneous projects. Hours and days will be agreed upon by the Student Leadership Advocate and supervisor and be worked out according to the student's academic schedule. Evening and weekend work may be required. Summer work is optionally available on an as-needed basis.

Questions about the position?

If you have any questions regarding Student Leadership Advocates, please feel free to contact Kala McClure, Graduate Teaching Associate for Leadership Programs, at mcclure.671@osu.edu.

To complete the application process, please follow this link <https://forms.office.com/r/Qn2FKitX8t> to fill out the corresponding Microsoft Form. You must also email your resume to Kala McClure at mcclure.671@osu.edu for your application to be considered complete. The deadline for both the online application and resume submission is Sunday, March 26, 2023 at 11:59 PM.

We will update all candidates about their application status by Wednesday, March 29, 2023. If you move forward in the selection process, interviews will take place during the week of April 3, 2023-April 7, 2023.