

[ACT Assistant Director for Community Engagement](#)

[Appalachian & the Community Together \(ACT\)](#), within the [Division of Student Affairs](#) at Appalachian State University, provides service experiences as opportunities to connect and engage with others to build authentic relationships, stimulate critical thinking and skill-building, and recognize individual impact and responsibility to our local and global community. ACT's values of 1) ongoing responsibility, 2) active learning, and 3) connection to community aid the organization in carrying out this mission.

- **Impact:** Between the 2004-05 and 2017-18 academic years, over \$25 million dollars of value contributed to the community via the ACT program (just over 1.91 million hours of service plus \$699,786 funds raised) using the \$24.14 per hour national standard for volunteer time.

Position Overview

The ACT Assistant Director for Community Engagement has the primary responsibility of providing opportunities for students to develop as leaders and active citizens through the planning, coordination, and implementation of ACT programs and initiatives. At the core of this position is the expectation of developing and maintaining a strong student team through intentional advising, ongoing training, and committee work with students. The ACT Assistant Director for Community Engagement will serve as an educator on and advocate for the social issues ACT strives to address through its programs and initiatives. Finally, this staff member will work to build and maintain relationships with students as well as campus and community partners, to create high-quality and positive service experiences for all key stakeholders.

The ACT Assistant Director is a full-time, 12-month position, which reports to the ACT Associate Director housed in the Division of Student Affairs.

Minimum Qualifications

- Master's Degree
- Demonstrated commitment to diversity, equity, and inclusion
- Strong written communication skills as demonstrated in the application materials

Preferred Qualifications

- Earned Master's degree in Student Affairs, Higher Education, or related field
- Full-time experience in Student Affairs
- Demonstrated experience with development of community-based experiential learning opportunities for college students
- Demonstrated experience with non-academic advising of college students
- Supervision experience

Compensation and Benefits

- \$49,000-\$51,000 annual salary, depending on experience

- When available and approved, the Assistant Director receives departmental support for professional involvement and travel
- The Assistant Director position is a full-time administrative EHRA position
- State of North Carolina benefits apply. For more information visit the [Human Resources website](#)

Application Process

Review of applications will begin May 31st and the position will close on June 14, 2021. The anticipated starting date for the position is August 16, 2021. A completed application must include a cover letter, resume, and three references. The position description and more details can be found in the position posting at <https://appstate.peopleadmin.com/postings/28305>. Candidates should apply and submit their materials electronically through Appalachian State's [Human Resources website](#).

Individuals with disabilities may request accommodations in the application process by contacting Maranda Maxey, Director & ADA/504 Coordinator, at 828-262-3056 or maxeymr@appstate.edu.

Proper documentation of identity and employability will be required before the hiring process can be finalized. Any offer of employment to a successful candidate will be conditioned upon the University's receipt of a satisfactory criminal background report.

About Appalachian State University

Appalachian State University, in North Carolina's Blue Ridge Mountains, prepares students to lead purposeful lives as global citizens who understand and engage their responsibilities in creating a sustainable future for all. The transformational Appalachian experience promotes a spirit of inclusion that brings people together in inspiring ways to acquire and create knowledge, to grow holistically, to act with passion and determination, and embrace diversity and difference. As one of 17 campuses in the University of North Carolina system, Appalachian enrolls about 19,000 students, has a low student-to-faculty ratio and offers more than 150 undergraduate and graduate majors.

Division of Student Affairs

The Division of Student Affairs at Appalachian State University directs its educational efforts at fostering the intellect and character of students by integrating in-class and co-curricular experiences. To accomplish this, the University provides a broad range of educational experiences through programs and activities that complement and support the academic experience in the classroom. Although the primary focus of these activities is to advance student learning, they also provide needed services, support and recreational opportunities to help students meet the challenges of college and to enhance the quality of student life. The Division of Student Affairs has been organized to achieve these aspects of the University's mission. Student life is the focus of the programs and activities of the Division.

