

# Director of Student Wellbeing

## Position Summary:

The Director of Student Wellbeing is a key staff member within the Division of Student Experience and Office of Student Engagement. Reporting to the Assistant Dean of Students, the Director of Student Wellbeing develops, evaluates and facilitates programming that is grounded in student development theory and students' lived experiences during their time at Mississippi College. The Director draws on national best practices and emerging trends in student wellness, recreation, intramural sports and onboarding of new students. The Director will lead proactive wellbeing initiatives and recreational programming to meet the holistic needs of students. In addition, the Director will lead the Welcome Week experience, as well as be the point person for collaboration with the Baptist Healthplex at Mississippi College.

## Essential Functions:

- **Develop and implement a proactive wellbeing program**
  - Collaborate with campus stakeholders on programming that meets the holistic needs of students, including integrating Christian faith into said programs
  - Host workshops which address various wellness topics such as healthy eating, exercise, mental health, alcohol and drug awareness, etc
  - Communicate and market wellbeing programs to the student body
  - Collaborate with campus stakeholders on wellbeing initiatives (Baptist Healthplex, Mental Health Services, Student Success)
- **Lead Student Engagement recreational programming efforts**
  - Coordinate and administer intramural sports leagues for a variety of season and tournament sports
  - Supervise a student staff of student directors and referees who contribute to the recreation program
  - Develop outdoor programming, including adventure programs and trips, which encourage physical fitness, team building and personal growth
  - Collaborate with the Baptist Healthplex at Mississippi College to host fitness classes for MC students and schedule basketball court play for students
  - Coordinate the reserving of space for recreation and intramural programs
  - Manage the recreational programming budget in order to best utilize available funds
  - Collaborate with the Student Programming directors and the Campus Programming Board on recreational and wellbeing programming
- **First-year student programming and initiatives**
  - Manage all aspects of the student Welcome Week experience
    - Mentor and train student Welcome Week team, including Student Directors and Welcome Week Crew members, fostering a sense of community and team unity
    - Coordinate the recruitment, selection and training of Welcome Week student team

- Coordinate communication to first-year students including creation and dissemination of Welcome Week-related information
  - Manage the budgetary process for Welcome Week
  - Assess Welcome Week for institutional effectiveness in order to improve and build on current programs
  - Communicate with campus stakeholders about Welcome Week events, including scheduling and confirming dates and agenda for Welcome Week
- Contribute to new student orientation programs in collaboration with the Student Engagement team
- Plan targeted recreational and wellbeing programming for first-year students as they are on-boarded and transition to college life
- Collaborate with the Student Engagement & Wellbeing staff on retaining first-year and sophomore students through engaging programming and educational initiatives
- **Departmental and Divisional Responsibilities, including but not limited to:**
  - Represent the Division of Student Experience on University committees as assigned
  - Attend and actively participate in office, departmental and division staff meetings, trainings, etc.
  - Maintain a high degree of visibility and availability to students, faculty and staff members
  - Manage complex and sensitive issues with compassion and the highest level of confidentiality

**Qualifications:**

- Masters Degree in Student Affairs, Higher Education, Athletic Administration or a related field required
- Experience working with college students; specific experience with college-level recreation or athletics preferred
- Excellent organizational and communication skills
- Good management skills and an appropriate level of assertiveness, leadership, flexibility, creativity and team-building skills
- Excellent people skills to interact with students, parents and members of the faculty and staff
- Ability to make good decisions and have a good record of consistency in handling student needs
- Understanding the importance of confidentiality and impartiality in all work
- Firm commitment to the Christian-based mission of Mississippi College

**Reports to:** Assistant Dean of Students

**Exempt:** Full-time position, exempt