

Assistant Director (Career Connections)
Auburn University

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Posted Nov. 15, 2023, set to expire Oct. 31, 2024

Job Title	Assistant Director (Career Connections)
Department	Career Discovery & Success
Institution	Auburn University Auburn, Alabama
Date Posted	Nov. 15, 2023
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Associate/Assistant Director
Academic Field(s)	Student Affairs
Job Website	https://www.auemployment.com/postings/41872

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Job Description

Auburn University is excited to recruit candidates for an **Assistant Director** for Career Connections!

The Assistant Director for Career Connections and Career Discovery and Success will work collaboratively with numerous programs and units across campus. This position focuses on implementing and enhancing new approaches to support students' career planning through experiential learning opportunities, which requires working with team members and colleagues from across the university to provide opportunities to directly connect students with employers and alumni. With a university strategic goal focusing on elevating the student experience, this position will work to streamline, elevate, and increase access to experiential opportunities through a relational and data-driven approach.

Through experiential learning and high-impact practices, an Auburn University education is greatly enhanced by connecting experience within and outside the classroom to career readiness competencies and academic learning outcomes. This position develops intensive, focused, and

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purposeful relationships with external partners to create new experiential learning opportunities (job shadows, career treks, internships, service learning, research, and project based-learning) and full-time jobs. This position will create, coordinate, and implement programs to positively impact the career trajectory of students, as well as connect students to a strong, career-focused university network of professionals, mentors, and others in the community.

The Assistant Director will create awareness, support, and coordination for experiences by leading efforts to promote opportunities for all students while collaborating with campus partners, industry connections, and alumni, and will support the facilitation of an experiential learning knowledge group. Additionally, a key focus is on funding resource coordination and management in coordination with Advancement and the Corporate Relations Development Officer to enhance access to experiential learning opportunities and programs equitably for all Auburn University students.

This position uses data to inform decisions, program development, and the continuous improvement of services, events, and programs. This approach supports the University's quality enhancement plan, and data and technology acumen is necessary for success in this position. The Assistant Director will be responsible for key functions of the University's career services management system and technology integration for robust data collection and reporting. Additionally, the Assistant Director will support employer adoption and education of the career services management system and support the end users in similar positions across campus in collaboration with the Career Services Technology and Insight Coordinator.

The Assistant Director supports all facets of the Career Connections operations, including supporting events and daily operations. Duties may change as strategic priorities change with developing a new strategic plan and initiatives.

About Auburn: Auburn was named by Forbes Magazine as one of the state of Alabama's best employers, with employees staying an average of ten years! Learn more about Auburn's impact, generous employee benefits, and thriving community by visiting aub.ie/working-for-auburn.

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It's a Lifestyle: The Auburn/Opelika area is a page right out of Southern Living magazine with an idyllic small-town feel, perfecting a unique balance between a close-knit community and driving consistent growth and development. Paralleling the exponential growth of Auburn University, the Auburn/Opelika area boasts services and amenities that cater to any interest. We're proud of our top school systems, city services, award-winning restaurants, and the infectious spirit of life in a college town. You can find us nestled halfway between the beach and the mountains in a lower-cost-of-living area, two hours outside of Atlanta or Birmingham. If you're new to Auburn, we'd love to introduce you. If you're already acquainted with Auburn, we'll keep it simple: it's time to come home!

Our Commitment: Auburn University is committed to a diverse and inclusive campus environment. Visit auburn.edu/inclusion to learn more about our commitment to expanding equity and inclusion for all.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact