

Assistant Director of LGBTQIA+ Programs
Old Dominion University

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Posted Nov. 18, 2024, set to expire Nov. 1, 2025

Job Title Assistant Director of LGBTQIA+ Programs
Department WOMEN'S CENTER
Institution Old Dominion University
Norfolk, Virginia

Date Posted Nov. 18, 2024

Application Deadline Open until filled
Position Start Date Available immediately

Job Categories Associate/Assistant Director

Academic Field(s) Student Affairs

Job Website <https://jobs.odu.edu/postings/22164>

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Job Description

Job Summary

The Assistant Director of LGBTQIA+ Programs plays a pivotal role in fostering a supportive, inclusive, and thriving environment for LGBTQIA+ students within the university community. This position is responsible for the recruitment, training, and selection of staff while designing, developing, and implementing innovative programs and services that address the unique needs of LGBTQIA+ students. These efforts aim to promote a sense of belonging, cultivate personal and professional growth, and empower students to achieve academic excellence. Central to this role is a strong emphasis on well-being, ensuring that all initiatives are aligned with principles of holistic student development inside and outside of the classroom. The Assistant Director contributes to creating a campus culture where LGBTQIA+ students feel valued, respected, and equipped to thrive. Key responsibilities include developing educational programming, Ally Bystander Intervention efforts, curriculum development, assessment, and outreach to university departments and community organizations to center

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intersectional programmatic efforts. Serving as the Safe Space Chair, the Assistant Director leads these training efforts, providing tools and resources for allies to support a more inclusive campus community. Additionally, this position involves advising LGBTQIA+ student organizations, mentoring students, and supervising graduate and undergraduate students. Through collaboration with campus partners, the Assistant Director ensures that programs are impactful, measurable, and contribute meaningfully to the university's broader diversity, equity, and inclusion goals. The Assistant Director plays a vital role in strengthening the university's commitment to inclusivity and the overall achievement of the student population.

Position Type

FullTime

Type of Recruitment

General Public

Minimum Qualifications

- **Master's degree in Queer Studies, Women's Studies, College Student Personnel, Higher Education, Student Affairs, Sociology, or related field.**
- Comprehensive knowledge and awareness of evolving trends in the LGBTQIA+ community.
- Some knowledge of student development theory student involvement and engagement and strategies to increase student retention, progression, and graduation.
- Familiarity with LGBTQ community needs/resources and solutions and resolutions.
- Excellent oral and written communication skills, including public speaking and presentations.
- Expertise with social media outreach, including Snapchat Twitter, and Instagram.
- Strong organizational planning and time management skills with a demonstrated ability to build relationships across cultures with students, faculty, staff, and community members.
- Considerable experience in crisis intervention and advocacy work.
- Some supervisory experience with graduate and/or undergraduate student employees.
- Some prior experience in planning and coordinating LGBTQIA+ and multicultural programming.
- Some experience in administering and overseeing university student programs is required.

Preferred Qualifications

- Demonstrated considerable ability to assess students' needs and make appropriate campus

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and/or community-based referrals.

- Considerable experience in advocacy and understanding of the diverse issues, needs, and concerns within the LGBTQIA+ community, including intersectional perspectives.
- Demonstrated experience or ability to assist in establishing a transformative, innovative, and contemporary women's and gender equity center.
- Some experience in a higher education setting or non-profit.

Contact Information

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

Contact

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