

Assistant Director of LGBTQIA+ Programs  
Old Dominion University

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Posted Nov. 19, 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. 19, 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/22173>

**Apply By Email**

**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.

- **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 diverse theoretical frameworks that focus on diversity, inclusion, and student development to increase student retention, well-being, progression, and graduation.
- Familiarity with LGBTQ community needs/resources and solutions and resolutions.
- Excellent oral and written communication skills, including public speaking and presentations.
- Strong organizational planning and time management skills with a demonstrated ability to build relationships across cultures with students, faculty, staff, and community partner organizations.
- Demonstrated understanding and experience supporting the development of intersecting identities
- Considerable experience in crisis intervention and advocacy work.
- Some supervisory and advising experience with graduate and/or undergraduate students.
- Some prior experience in administering, planning, and coordinating LGBTQIA+ and multicultural programming for students is required.

### Preferred Qualifications

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

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**Contact Information**

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

**Contact**

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