

Assistant Director, Greek Life Property  
Auburn University

Direct Link: <https://www.AcademicKeys.com/r?job=256954>

Downloaded On: Aug. 22, 2025 3:48am

Posted May 13, 2025, set to expire Oct. 31, 2025

<b>Job Title</b>	Assistant Director, Greek Life Property
<b>Department</b>	Greek Life
<b>Institution</b>	Auburn University Auburn, Alabama
<b>Date Posted</b>	May 13, 2025
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Associate/Assistant Director
<b>Academic Field(s)</b>	Student Affairs
<b>Job Website</b>	<a href="https://www.auemployment.com/postings/53566">https://www.auemployment.com/postings/53566</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

### Job Summary

#### Join the Auburn Family as an Assistant Director of Greek Life Property!

Auburn University's Student Affairs division is thrilled to launch the search for an **Assistant Director of Greek Life Property**—a dynamic role at the heart of one of the most vibrant Greek communities in the nation. This position provides a unique opportunity to lead initiatives that support our 54 organizations across three councils, representing nearly 10,000 students.

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In this role, you'll help guide the physical and operational infrastructure of Greek Life, ensuring that our chapter houses, meeting spaces, and legacy sites remain safe, compliant, and conducive to student success. You'll also partner with students, alumni, advisors, and national organizations to provide support and educational opportunities around crisis management, property maintenance, and organizational conduct. If you're passionate about student development, property oversight, and community engagement, this role offers the chance to make a meaningful impact every day.

### Why Auburn Greek Life?

With a focus on personal growth, leadership, and shared values, Greek Life at Auburn is more than a tradition—it's a transformational experience. Our professional staff bring both campus and national-level expertise to the table, providing challenge, support, and a commitment to excellence. Learn more at [greeklife.auburn.edu](http://greeklife.auburn.edu).

### Essential Functions

**This position may oversee the following responsibilities:**

- Manage the housing and compliance area of Greek Life ensuring staff, students, advisors, and facilities are in accordance with University and Greek Life standards and expectations including the Student Organization Housing Policy and land-lease agreements.
- Offers educational opportunities to organizations' students, alumni, and advisors on emergency situations, weather emergencies, house evacuation's, and crisis management.
- Manage Greek organization property including Panhellenic chapter rooms, NPHC chapter room, NPHC legacy plaza, and IFC fraternity houses.
- Manage administrative tasks associated with the Student Conduct process regarding the adjudication of fraternities and sororities related to organizational misconduct.
- Collects and ensures compliance of policy documents from sororities, fraternities, and house corporation boards.
- Manage administrative tasks for the Student Organization Housing Committee and Panhellenic Facilities Board, such as scheduling and coordinating meetings, agendas, minutes, and is the main point of contact for fraternity house corporations for projects, construction, and lease agreements.
- Serve as liaison with City of Auburn officials in coordinating mandatory fire life safety inspections at fraternity houses
- Serve as a liaison between Auburn University and stakeholders within the Greek community, and specifically Greek advisors, inter/national headquarters staff, and Auburn community officials and

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staff.

Why Work at Auburn?

- **Life-Changing Impact:** Our work changes lives through research, instruction, and outreach, making a lasting impact on our students, our communities, and the world.
- **Culture of Excellence:** We are committed to leveraging our strengths, resources, collaboration, and innovation as a top employer in higher education.
- **We're Here for You:** Auburn offers generous benefits, educational opportunities, and a culture of support and work/life balance.
- **Sweet Home Alabama:** The Auburn/Opelika area offers southern charm, vibrant downtown scenes, top-ranked schools, and easy access to Atlanta, Birmingham, and the Gulf of Mexico beaches.
- **A Place for Everyone:** Auburn is committed to fostering an environment where all faculty, staff, and students are welcomed, valued, respected, and engaged.

Ready to lead and shape the future of higher education? Apply today! War Eagle!

**Contact Information**

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

**Contact**

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