

# Director of the Kessler Scholars Program

## Posting Details

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<b>Job #</b>	039737
<b>Department Code</b>	40206-1091
<b>Department</b>	Office of Multicultural Affairs
<b>Job Title</b>	Director of the Kessler Scholars Program
<b>Location</b>	Syracuse, New York
<b>Pay Range</b>	Commensurate with Experience
<b>Staff Level</b>	S6
<b>FLSA Status</b>	Exempt
<b>Hours</b>	<p>Standard University business hours:</p> <p>8:30am – 5:00pm (academic year)</p> <p>8:00am – 4:30pm (summer)</p> <p>Hours may vary based on operational needs.</p>
<b>Job Type</b>	Full-time
<b>Campus</b>	Syracuse, NY
<b>Unionized Position Code</b>	Not Applicable
<b>Job Description</b>	<p>The Division of the Student Experiences (SE) Intercultural Collective seeks a visionary, student-centered leader to serve as Director of the Kessler Scholars Program, a high touch scholarship program dedicated to helping first-generation, limited-income students thrive as part of a cohort-based campus community. The Kessler Scholars Program at Syracuse University welcomes 15-20 first-year students each year and supports 60-80 students in total. The Director is responsible for the vision, leadership, daily operations, and management of the program.</p> <p>The Director of the Kessler Scholars Program works closely with the other offices in the Intercultural Collective: Office of Multicultural Affairs, Disability Cultural Center, LGBTQ Resource Center, and the Center for International Services. The Kessler Scholars Program at Syracuse University is part of the national Kessler Scholars Collaborative. The Director will work with colleagues at partner institutions to develop opportunities for student networking and connection and to refine evidence-based strategies for supporting students from admission through graduation. Students who join the Kessler Scholars Program are part of a powerful network of first-generation leaders, connected across multiple institutions throughout their undergraduate college experience and beyond.</p>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Master's degree in higher education or relevant field or comparable, relevant professional experience.</li> <li>• Four (4 +) years of progressively responsible experience in a higher education setting or an equivalent amount of education and experience.</li> <li>• Demonstrated success in a leadership role related to student success, program design and development.</li> <li>• Demonstrated success working with and participating in programs promoting diversity, equity, inclusion, and accessibility.</li> </ul>
<b>Job Specific Qualifications</b>	<ul style="list-style-type: none"> <li>• Experience working with culturally diverse groups and demonstrated knowledge of research and practice related to support of first-generation and under-represented students, student retention and completion, and academic success.</li> </ul>

- Knowledge of and demonstrated experience with high impact practices for undergraduate students.
- Strong partnership-oriented and collaborative working style; strong interpersonal skills and diplomacy; superb listening and influencing skills; the ability to cultivate and sustain trust and credibility with colleagues.
- Ability to develop long-range goals and objectives while simultaneously managing execution and details across multiple projects and tasks.
- Proven ability to think critically, distill key insights from large amounts of data and information, and write clearly and concisely to summarize key points and recommendations regarding complex issues and decisions.
- Experience developing and using assessment and tracking tools for program assessment and outcomes evaluation.
- Experience leading professional and/or student staff with excellent judgment, leadership, and conflict-resolution skills.
- Well-developed interpersonal skills and excellent oral and written communication, with attention to detail.

## Responsibilities

### Program Vision and Leadership.

- Lead and administer all aspects of program including curricular and programmatic development along with program vision.
- Oversee strategic planning for the Kessler Scholars Program.
- Execute program-level assessment and evaluation, including annual reporting to the college and to the Kessler collaborative on outcomes and achievements.
- Oversee the recruitment and selection of a diverse student cohort.
- Support individual student needs through coaching and mentorship.

### Unit Administrative Leadership.

- Provide leadership, supervision, and support for professional staff assigned to assist Kessler Scholars Program.
- Develop and oversee budget planning for the Kessler Scholars Program and guide effective stewardship and management of donor gift funds and college funding.
- Support ongoing engagement with the donor family that founded the Kessler Scholars Program.
- Work in collaboration with Syracuse University advancement to highlight program success.
- Actively participate in SE meetings, events, and committees.
- Actively support SE and Syracuse initiatives to promote diversity, equity, inclusion, accessibility.

### Engagement with National and Campus Partners.

- Represent the Syracuse University Kessler Scholars Program within the national Kessler Scholars Collaborative and works with professional staff peers at partner institutions to build network and connection opportunities for students.
- Develops and promotes cross-campus partnerships for programming and student support by establishing close working relationships with key campus partners.

### First-generation, limited-income, DACA/undocumented student support.

- Serves as a resource in the College and across the university on issues related to first-generation college students, limited-income students, and DACA/undocumented students, and other access and success matters.
- Serve as the Co-chair of the Chancellor's Ad Hoc Committee on DACA /Undocumented Students.
- Periodically engage with the first-generation community at large by hosting events or programs.
- Perform other duties as assigned by the Executive Director of Intercultural Engagement.

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## Physical Requirements

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## Tools/Equipment

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## Application Instructions

In addition to completing an online application, please attach a resume and cover letter.

## About Syracuse University

Syracuse University is a private, international research university with distinctive academics, diversely unique offerings and an undeniable spirit. Located in the geographic heart of New York State, with a global footprint, and nearly 150 years of history, Syracuse University offers a

quintessential college experience.

The scope of Syracuse University is a testament to its strengths: a pioneering history dating back to 1870; a choice of more than 200 majors and 100 minors offered through 13 schools and colleges; nearly 15,000 undergraduates and 5,000 graduate students; more than a quarter of a million alumni in 160 countries; and a student population from all 50 U.S. states and 123 countries. For more information, please visit [www.syracuse.edu](http://www.syracuse.edu).

#### About the Syracuse area

Syracuse is a medium-sized city situated in the geographic center of New York State approximately 250 miles northwest of New York City. The metro-area population totals approximately 500,000. The area offers a low cost of living and provides many social, cultural, and recreational options, including parks, museums, festivals, professional regional theater, and premier shopping venues. Syracuse and Central New York present a wide range of seasonal recreation and attractions ranging from water skiing and snow skiing, hiking in the Adirondacks, touring the historic sites, visiting wineries along the Finger Lakes, and biking on trails along the Erie Canal.

#### EEO Statement

Syracuse University is an equal-opportunity, affirmative-action institution. The University prohibits discrimination and harassment based on race, color, creed, religion, sex, gender, national origin, citizenship, ethnicity, marital status, age, disability, sexual orientation, gender identity and gender expression, veteran status, or any other status protected by applicable law to the extent prohibited by law. This nondiscrimination policy covers admissions, employment, and access to and treatment in University programs, services, and activities.

#### Commitment to Supporting and Hiring Veterans

Syracuse University has a long history of engaging veterans and the military-connected community through its educational programs, community outreach, and employment programs. After World War II, Syracuse University welcomed more than 10,000 returning veterans to our campus, and those veterans literally transformed Syracuse University into the national research institution it is today. The University's contemporary commitment to veterans builds on this historical legacy, and extends to both class-leading initiatives focused on making an SU degree accessible and affordable to the post-9/11 generation of veterans, and also programs designed to position Syracuse University as the employer of choice for military veterans, members of the Guard and Reserve, and military family members.

#### Commitment to a Diverse and Inclusive Campus Community

Syracuse University maintains an inclusive learning environment in which students, faculty, administrators, staff, curriculum, social activities, governance, and all other aspects of campus life reflect a diverse, multi-cultural, and international worldview. The University community recognizes and values the many similarities and differences among individuals and groups. At Syracuse, we are committed to preparing students to understand, live among, appreciate, and work in an inherently diverse country and world made up of people with different ethnic and racial backgrounds, military backgrounds, religious beliefs, socio-economic status, cultural traditions, abilities, sexual orientations and gender identities. To do so, we commit ourselves to promoting a community that celebrates and models the principles of diversity and inclusivity.

#### Quick Link

<https://www.sujobopps.com/postings/99072>

#### Job Posting Date

05/23/2023

#### Application Deadline

#### Full Consideration By

#### Job Category

Staff

#### Message to Applicants

## Applicant Documents

#### Required Documents

1. Resume/CV
2. Cover Letter

#### Optional Documents

## Supplemental Questions

Required fields are indicated with an asterisk (\*).

1. \* How did you first find out about this position?

- sujobopps.com (Syracuse University Online Employment website)
- Syracuse University HR Recruiter
- Virtual Career Fair (via NYS Department of Labor)
- SUNY EOC (Equal Opportunity Center)
- Women's Opportunity Center
- Jubilee Homes
- Syracuse Northeast Community Center
- Interfaith Works
- JobPlus
- Syracuse.com
- Chronicle of Higher Education
- HigherEdJobs.com
- HERC (HERC Higher Ed Recruitment Consortium)
- InsideHigherEd.com
- Indeed.com
- DiverseEducation.com (Diverse Issues in Higher Education website)
- LinkedIn Job Posting
- Facebook
- Job Fair
- Search Firm
- Referred by an SU Employee
- Other

2. \* If "other", please describe how you first found out about this position.  
(Open Ended Question)