



ENGINEERS | ARCHITECTS | SCIENTISTS

"In order to have a better world, we must first have a world of better men."
- Herb Scobie minn32

Position Description Regional Leadership Specialist

Location: Based in Ames, Iowa at Triangle Chapter House
Reports to: Director of Chapter Services and Iowa State Alumni Board

The Regional Leadership Specialist (RLS) will serve as a resident advisor and education resource for our Iowa State University Chapter and others in the Midwest region. The RLS will work to provide educational programs, guide students to develop life-skills for success, and support organizational management and growth.

The ideal candidate has experience as a teacher, advisor or counselor, has been a chapter leader and/or served on their national staff, has a proven record of success in recruitment, is a good communicator, is organized and disciplined, and has a strong understanding of organizational operating principles.

S/He is someone chapter members can trust and confide in, who is close enough to the active experience to be relevant to our students, while also mature enough to guide them in making good decisions. S/He is outgoing and has a personality conducive to leadership and recruitment success.

Primary Responsibilities:

- Develop and/or Deliver educational programs to improve individual and team skills in academics, social networking, health & safety, and community involvement.
- Mentor and coach students to improve personal leadership, motivation and planning skills.
- Work with students to build plans for short- and long-term success and stability.
- Assess impact of education programs and assist to improve/replace for future terms.
- Develop strategies to increase public relations, philanthropic activity and partnerships with others in the campus community.
- Act as liaison with university to identify and engage their resources to compliment/support our educational efforts.
- Assist students to improve communications skills and build networks with successful STEM professionals.
- Develop a culture of organization, accountability and growth within the students.
- Serve as point of contact for alumni chapter, housing and advisor teams as well as member parents and some university contacts.
- Participate and support Triangle programs in leadership, academic excellence and health & safety.
- Assist Dir. of Education to develop program curricula for online and campus education programs.
- Limited travel for training, education or to other area chapters for education, assessment or consulting visits.
- Other duties as assigned and agreed upon.

Qualifications:

- Triangle Fraternity membership is preferred / some fraternal membership is expected.
- Former national fraternity staff experience is preferred.
- Experience/Background in marketing, communications and/or recruitment.
- An understanding of healthy organization operations.
- An understanding of higher education, college students, and alumni volunteers.
- Excellent written and verbal communication skills.
- Excellent organization and time management skills.
- Competency in Microsoft Office suite and general computer literacy.

Education Requirements: Bachelor's degree required.

Travel: Limited travel may be required, visiting other campuses in the region and/or for national programs or training.

Compensation:

- Room and board provided in Chapter House (private suite).
- Stipend or Salary competitive with Iowa State Graduate Assistant program.
- Option for health and other benefits for full-time position.

Application Process: Resumes will be accepted until the position is filled. To apply, send a cover letter, resume, and list of three professional references to:

Tom Pennington
Triangle Fraternity
120 S. Center Street
Plainfield, IN 46168
Tom@Triangle.org

Application for employment is not a promise or guarantee of employment.