



SOACE Career Services and Human Resources

Name of Organization: University of Kansas

Position Title: Assistant Director, Career Education, University Career Center, University of Kansas

Position Function: Plans and administrates career-related programs including career counseling appointments and workshops. Leads UCC efforts to effectively utilize social networking strategies

Essential Duties & Responsibilities: One-on-one career coaching appointments; teaching educational workshops, presentations, coordinating large career outreach programs and events, and working on special projects taht address the career development needs of KU Students.

Minimum Qualifications: REQUIRED QUALIFICATIONS: Master's Degree (Requirements completed by date of appointment) in education, counseling, human resources or related area; excellent written communication skills as demonstrated on application materials; and one year in teaching, training or group facilitation experience.

Instructions for Applying: To Apply: Go Online to jobs.ku.edu and search for position #00065932. Deadline to apply 2/8/2012. EO/AA Employer

***Posting Date:** 12/26/11

***Expiration Date:** 2/8/12

***Contact Information:**

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URL link directly to Job Announcement: Go Online to jobs.ku.edu and search for position #00065932. Deadline to apply 2/8/2012. EO/AA Employer.