Position Profile and Purpose
The Coordinator of Student Leadership and Recreation is responsible for assisting the Director of Student Leadership in the area of program development and implementation as well as leading the recreation programs, including: intramural sports, fitness programming, fitness center, and open recreation. The Coordinator will develop distinctive Christian leadership in students as whole persons – academically, spiritually, socially, emotionally and physically. The Coordinator works closely with students, faculty and staff to develop leadership through many avenues on campus including organizations, intramurals, recreation programming, oversight of the Fitness Center, student government (Belhaven Leadership Council), community service, new student orientation and leadership development. The Coordinator of Student Leadership & Recreation reports to the Director of Student Leadership.

The Coordinator of Student Leadership & Recreation is critical to the purpose and success of Student Leadership at Belhaven University as a key contributor to the fulfillment of the institutional mission “to prepare men and women academically and spiritually to serve Christ Jesus in their careers, in human relationships, and in the world of ideas.” The Coordinator must understand, articulate and model biblical leadership consistent with this vision and mission of Belhaven University.

Requirements
A bachelor’s degree is required. The Coordinator of Student Leadership & Recreation must be a dynamic, energetic individual who can motivate students. The individual must have proven experience in the planning, organization, implementation and evaluation of events, programs and activities. The individual must understand and be personally committed to a Biblical world-view that integrates Christian faith with the learning environment as emphasized in the mission of Belhaven University, and must fully support the Vision, Mission and Statement of Faith of the University.

A significant portion of the workload for this position takes place during late afternoon and evening hours each week. No other work without authorization from the Director of Student Leadership is permitted.
Responsibilities
Specific Responsibilities Include:
- Give direct oversight and leadership to the four areas of recreation including: Intramural Sports, Fitness Programming, Fitness Center, and Open Recreation
- Provide direct supervision to the Intramural Coordinator (BLC) and Intramural Intern
- Demonstration of an appreciation for and knowledge of sports, fitness and recreation
- Plan and facilitate intramural and recreational programming
- Supervise the Campus Recreation Team (CRT) who serve in various roles as intramural officials, scorekeepers, clock keepers, and recreation staff to implement and facilitate the intramural and recreation program
- Oversee and manage all budget expenditures for Recreation and Intramurals, including the oversight of payroll expenditures for all student leaders serving on the CRT
- Plan and lead weekly meetings with student leaders
- Assist with new student orientation, implementation, programming and staff training
- Assist with Chapel administration
- Create means to apply leadership services and opportunities to students, staff and faculty
- Provide vision, energy and guidance to the Belhaven Leadership Council and its interns
- Contribute to the Student Leadership staff meetings, BLC meetings and regular meetings with the Director of Student Leadership
- Assistance to the Director of Student Leadership
- Other duties as assigned by supervisor

Compensation
This is a full-time position. The compensation is commensurate with qualifications and experience. The University supplements major medical insurance. The employee has complimentary access to the campus Fitness Center.

To apply for this position:
Send:
- Letter of Intent
- Resume’
- Reference List (including Senior Pastor): names, addresses, phone numbers, and nature of relationship
- Statement of personal faith including the integration of faith within a Student Leadership program in Christian higher education (3-5 paragraphs)

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