

BELHAVEN UNIVERSITY

O u r S t a n d a r d i s C h r i s t

STAFF POSITION Student Care

Belhaven University, a Christian institution committed to the ministry of integrating biblical truth and learning, is searching for the ideal candidate for Student Success Coach at the Jackson, Mississippi campus. The ideal candidate has a heart for Christ and for our students. The Office of Student Care at Belhaven includes services and programs designed to provide Belhaven students with guidance, practical strategies for success, and overall academic support. This is a full-time, exempt position funded from 2022 to 2026 by the Blazing Ahead II Federal Grant. The position is for 12 months of work per year.

Responsibilities

The Student Success Coach is a part of the Student Care team member and works to facilitate the transition and promote the success of a cohort of incoming First-Generation college students at Belhaven University. The Student Success Coach contributes to a collaborative, campus wide, holistically focused and supportive environment and applies an individual motivations and strengths-based assessment approach to overcome common “first-year at college” barriers. In addition, the Student Success Coach advises a group of students regarding academic policies, program requirements, course selection, graduation requirements and monitors the student registration process.

Qualifications

A bachelor’s degree required. Ability to work with a team dedicated to the academic success of students. Good technological, organizational, and interpersonal skills. Excellent verbal and written communication skills and capable of working with faculty, staff, parents, and Belhaven students. Relational, flexible, detail oriented and a good problem solver. This individual has a heart for First-Generation college students and a desire to support their overall success.

Applicants must be able to fully support the University vision, mission and statement of faith, and contribute to the spiritual and academic fellowship of the university.

Compensation

Compensation and rank are commensurate with qualifications and experience. The University supplements major medical insurance. A 403b retirement plan is available for eligible employees to contribute pre-tax dollars with Belhaven University matching up to 8% of annual salary.

To apply, please submit the following:

- Letter of intent, including explanation of your interest in Christian higher education, and how your background fulfills each of the Responsibilities and Qualifications described above
- Resume, including contact information for at least 3 professional references
- A brief account (750 words or less) of your spiritual pilgrimage including the time and circumstances surrounding becoming a believer in Christ, your current relationship with Christ, and how you would seek to integrate your faith into this role.

[Follow this link](#) to review Belhaven University’s Commitment Statement, including our employee expectations. Should you receive a job offer, you will be asked to accept this agreement by signing it. Applicants must be able to fully support the [University vision, mission and statement of faith](#) and contribute to the spiritual and academic fellowship of the University.

Send materials, confidential questions, and/or nominations to:

Dr. Bradford Smith, Provost and Vice President for Academic Affairs

c/o Kim Campbell, Director of Academic Administration kcampbell@belhaven.edu