



## Student Housing & Conference Services

# Programming & Conferences Coordinator

## Position Announcement

2009-2010

**Fort Lewis College; Durango, Colorado**

### **Programming & Conferences Coordinator**

Live-in position includes supervising Resident Assistant staff training, leadership development, and departmental programming and recognition efforts. The Programming & Conferences Coordinator also supervises year round conferencing and special populations housing and the Summer Conference Assistant staff, co-teaches the Resident Assistant class and co-advises residence hall student government.

BA or BS degree AND experience full-time or graduate level collegiate residence hall experience REQUIRED. Master's degree preferred.

12-month position, \$27,000, furnished apartment, unlimited meal plan when dining services available, and full employee benefits package.

For a complete description, please see our website at [www.fortlewis.edu/jobs](http://www.fortlewis.edu/jobs). Positions available July 2009.

FLC is a state supported, four-year, undergraduate, liberal arts institution located in the San Juan Mountains of Southwest Colorado.

To apply send the following to: Programming & Conferences Coordinator Search Committee, Student Housing & Conference Services, 1000 Rim Drive, Durango, CO 81301-3999 or email to [latimer\\_1@fortlewis.edu](mailto:latimer_1@fortlewis.edu).

- Cover letter
- Resume
- Contact information for three current professional references

Applications received by June 29, 2009 will receive full consideration. The search will remain open until finalists are identified.

Official college transcripts will be required of semi-finalists.

Fort Lewis College does not discriminate on the basis of race, age, color, religion, national origin, gender, disability, sexual orientation, political beliefs, or veteran status. Accordingly, equal opportunity for employment, admission, and education shall be extended to all persons. The College shall promote equal opportunity, equal treatment, and affirmative action efforts to increase the diversity of students, faculty, and staff.

240 Miller Student  
Services Building  
1000 Rim Drive  
Durango, CO 81301

970-247-7503 tel  
970-247-7501 fax

[www.fortlewis.edu](http://www.fortlewis.edu)