

Job Description

Position Title	Graduate Success Coach		
Business Unit	Department of Nursing MSN	Status:	Full-time Exempt (Salaried) To start fall semester*
Reporting to	MSN Project Director	Salary Range:	

Background	<p><u>University Overview</u></p> <p>Founded in 1893, Southwestern Adventist University is a 501(c)(3) faith-based institution in Johnson County, Texas. As the only four-year degree granting university in the county, Southwestern Adventist University is an important community stakeholder that links education with action by building knowledge, increasing faith, and providing service.</p> <p><u>University Vision</u></p> <p>Southwestern Adventist University seeks to be a community that supports academic, spiritual, physical, and emotional wholeness encouraging all members to find their purpose and lead lives of service</p> <p><u>University Mission</u></p> <p>The University's Mission statement is "Inspiring knowledge, faith, and service through Christ-centered education."</p>
Position	<p>The Graduate Success Coach is responsible for fostering persistence and completion of the master's program by maintaining a caseload of graduate students. They will monitor student progress in caseloads with check-ins, scheduled meetings, outreach, and communication, and responding to student's questions, concerns, and needs. They will conduct academic coaching through individual or group sessions to help students assess their performance and develop academic success plans. The Graduate Success Coach will also assist students in developing self-efficacy by identifying and overcoming obstacles that may impede academic success.</p>

<p>Responsibilities</p>	<ul style="list-style-type: none"> • Help students in identifying, developing, and implementing learning strategies and study skills specific to course material • Work with students to learn strong time management and organizational skills • Motivate students to practice self-regulation and take ownership of academic success • Develop a Mentor Program designed to identify and support students in meeting their needs for success in the graduate nursing program
<p>Knowledge, Skills & Abilities</p>	<ul style="list-style-type: none"> • Knowledge of coaching, instructional and mentoring techniques • Knowledge of traditional and online course practices and procedures • Knowledge of trends, issues, and accepted practices relevant to the position • Candidates must have strong analytical and problem-solving skills, and excellent interpersonal and communication skills • Ability to effectively communicate with a wide range of individuals and constituencies in a diverse university community
<p>Requirements</p>	<p>Bachelor’s degree, experience in leadership/management, agreeable disposition, and ability to work well with people. Experience with academic success coaching preferred.</p>
<p><i>This job description is not intended to be complete or limiting – the role will require a proactive and flexible approach to be successful.</i></p> <p>Southwestern Adventist University complies with applicable state and local laws governing non-discrimination in employment. This applies to all terms and conditions of employment, including hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.</p>	

*Applications will be accepted through June and July of 2024, with interviews beginning in August. For information about the position, contact Program Director Dr. Terri Gibson [@tgibson@swau.edu](mailto:tgibson@swau.edu) or Dr. Ligia Holmes [@ligia@swau.edu](mailto:ligia@swau.edu)