



Director of Student Organizations & Houses

Department:	Department of Student Development
Supervisor:	Community Life Coordinator (Undergraduate)
Time Commitment:	August 27, 2023 to April 21, 2024

Position Summary:

The Director of Student Organizations & Houses (Director) is an executive position within the Tyndale University Undergrad Student Association (TUUSA) Council. As an executive they are responsible to promote the vision and mission of the council, and represent the student body. As a student leader they are responsible to model and uphold the standards set in the Tyndale Student Handbook, and to strive for excellence in their academics.

The Director is responsible to support, encourage and advise House Leaders and the leaders of Student Organizations. The goal is to help these students succeed as leaders and in community development through their role.

The Director is responsible to the student body, the President of the TUUSA, and Student Development.

Student Leadership Responsibilities:

- Attend spring, fall, and winter student leadership training sessions
- Attend fall and winter student leadership retreats
- Attend monthly student leadership team meeting, run by Student Development.
- Meet regularly with the Community Life Coordinator
- Assist with facilitating different activities during Orientation Week
- Attend and assist with facilitating activities during U Getaway
- Attend chapels and community gatherings on a regular basis

Appointment Responsibilities:

- Meet regularly with the Executive team
- Meet weekly with House Leader Team
- Encourage, support, and advise the HL's
 - Meet with the HL pairs 1-2 times a semester
 - Ensure they are working well as a team and are team players
 - Assess and set goals with each HL at the end of the fall semester
- Attend and help facilitate House Challenges
 - Coordinate with the Director of Events on the roles and responsibilities of HL's for House Challenges

- Encourage, support, and advise Student Organization Leaders
 - Meet with the leadership of the Student Organizations 1-2 times a semester
 - Advise on procedures for events on campus, and provide handbook to each leader
 - Ensure they are working well as a team and are team players
 - Assess and set goals with each leader at the end of the fall semester
 - Ensure regular communication regarding event and activity coordination
- Attend at least one event put on by each Student Organization within the academic year
- This service opportunity will demand a minimum of 8 hours a week each semester

Qualifications

- A cumulative GPA of 2.30 and a current GPA of 2.00. If the student's cumulative GPA is less than 2.3 then the student must have a current GPA of 2.7.
- Good financial standing with Tyndale
- Good standing with chapel attendance.
- Able to take initiative and think creatively, and organized.
- Be a good role model for students.
- Commitment to Tyndale's mission and vision.
- Desire for personal growth
- Leadership experience.
- Professing Christian with demonstrated spiritual maturity.
- Uphold and adhere to the statements, standards, and guidelines set out in the Student Handbook.
- Conflict resolution is beneficial.

Revised January, 2023