

Lesbian Gay Bisexual Transgender Resource Center

Position Re-Opened

Assistant Director, UC San Diego LGBT Resource Center

Position #65664, Filing Deadline: **6/21/2013**

All applicants should apply through <http://jobs.ucsd.edu>

Hiring Salary: \$3,508/month

DESCRIPTION:

The LGBT Resource Center Assistant Director for Education is responsible for identifying, developing and overseeing the implementation of all educational outreach for the LGBT Resource Center. The Assistant Director, who assumes direct responsibility for the LGBT Resource Center in the absence of the Director, serves a vital, pivotal role in the administration of the Center and the development of the Center's programs, policies, and practices. The Assistant Director independently analyzes campus-wide needs and then ensures that the LGBT Resource Center's programmatic focus responds to those needs. The Assistant Director develops new strategies for addressing LGBT issues for the campus community. This position provides essential assessment and analysis of the overall educational effectiveness of both continuing and first-time programming, as well as developing learning outcomes, and strategies to attain short- and long-term strategic planning goals. The Assistant Director trains, and provides day-to-day oversight to student interns and volunteers associated with the area. The Assistant Director, in conjunction with UCSD LGBT Resource Center team, cooperates with the Campus Community Centers to maximize efficiency in cross-issue social justice and diversity organizing.

~~Is required to work some nights and weekends.

QUALIFICATIONS:

- * Knowledge, sensitivity and understanding of the social, political, personal and cross-cultural needs, concerns and interests of diverse lesbian, gay, bisexual and transgender people in the campus community and thorough understanding of LGBT Resource Center mission.
- * Ability to clearly articulate specific needs of the diverse lesbian, gay, bisexual, and transgender community to university community members unfamiliar and uncomfortable with issues related to sexual orientation and gender identity.
- * Assessment experience. Experience in developing learning outcomes, strategic planning to those outcomes, program implementation for diverse audiences, assessment of learning and report writing.
- * Experience with training, supervision and evaluating the performance of diverse student personnel.
- * Strong, effective oral and written communication skills. Ability to use discretion, exercise good judgment, and maintain strict confidentiality.
- * Education and/or experience equivalent to a Bachelor's Degree in a related field.

We hope to start the position by the end of August, 2013.

About the UC San Diego LGBT Resource Center

The Center, founded in 1999, is the one of the largest LGBT Center's on a public university campus. Serving the needs of a diverse student, staff, faculty and alumni constituency, the Center builds community on campus through a social justice perspective, and in partnership with the Women's Center and Cross-Cultural Center.

UC San Diego is an Equal Opportunity / Affirmative Action Employer that values a diverse workforce.