



KAPPA ALPHA THETA

Educational Leadership Consultant (ELC)

JOB DESCRIPTION

POSITION OVERVIEW

ELCs provide in-person and/or virtual, customized education and leadership development support and resources for students to enhance and add value to their collegiate experience. The term of the ELC position spans the academic year, with the opportunity for re-hire for a second year.

JOB FUNCTIONS

- Coordinate visit and travel schedule
- Provide guidance in goal setting with collegiate officers and members to ensure growth following ELC visit
- Provide individual leadership coaching to empower collegiate members to enact positive change
- Ensure support aligns with the goals of the visit
- Facilitate workshops providing long-term leadership development for officers and members
- Develop action plans furthering growth on specific topics discussed during visits
- Create and compile post-visit reports and submit forms

QUALIFICATIONS AND COMPETENCIES

- Is a member of Theta in good standing
- Display strong verbal and written communication skills
- Exhibit a high-level of professionalism and problem-solving skills
- Demonstrate strong time management skills
- Experience in workshop facilitation, educational presentations, and peer mentoring
- Experience in diversity, equity, and inclusion

REQUIREMENTS

- Bachelor's degree
- Ability to travel across the United States and Canada
- Willingness to work evenings and weekends