

POSITION ANNOUNCEMENT

The First-Year Experience (FYE) at the University of Texas at San Antonio (UTSA) is searching for two (2) Program Coordinators.

FYE

FYE is part of the Office of the Associate Vice President for Student Success Initiatives.

FYE assists first-year students with their transition into the university through programming that utilizes an academic pathway model and peer mentoring.

In the academic pathway model, each undergraduate major is grouped into one of ten academic pathways. An academic pathway is an umbrella group of related fields and disciplines and their associated majors. As an example, the Business Studies Pathway includes majors in Accounting, Economics, Finance, and Management.

FYE peer mentors provide a personal connection to the university, promoting engagement and participation in the institution's academic and social spheres.

FYE's programs and initiatives aim to enhance student success in order to increase first-year retention and graduation rates. Using academic pathways and peer mentoring, FYE offers two programs and a fall experience:

University Peer Mentorship (UPM)

In UPM, a peer mentor leads a group of 50 first-year students. Since they share the same pathway, the mentor guides their students in exploring UTSA's opportunities and resources, and building key skills to enhance their mentees' undergraduate experience.

Academic Inquiry and Scholarship (AIS)

Students complete AIS, a core curriculum, degree requirement, in their first year. Students enroll in a pathway-specific AIS course. The AIS faculty, teaching assistant (TA), and peer mentor represent a field/discipline in the pathway. They introduce their students to the fields of study within the pathway, including pertinent academic content and opportunities.

Block or Pre-Set Schedules

In fall 2018, first-year students can register for a block schedule. A block schedule is a pre-set schedule that includes AIS and two other courses within a student's academic pathway. Students who enroll in a block schedule meet students with similar academic interests, have a built in study group and support network, and complete classes that apply to their major.

Job Description Overview

There are two program coordinator vacancies. Each coordinator will directly supervise a team of undergraduate/graduate peer mentors. In addition, each coordinator will manage a specific FYE program/initiative: the University Peer Mentorship (UPM 1000) or block schedule initiative.

The Program Coordinator plans, implements, and evaluates their program/initiative. The Program coordination includes managing and collaborating with university stakeholders, outreaching to incoming students, and analyzing program results.

Job Position Description

The full position description is available at <https://jobs.utsa.edu/postings/9348>.

Application Deadline

Application deadline is 11:59 P.M. CST on Tuesday, May 29, 2018.

Job Contact

For questions about the position, please contact Diane Elizondo, FYE Associate Director (diane.elizondo@utsa.edu; 210-458-6094).

UTSA

UTSA is a public urban-serving university specializing in health, cybersecurity, energy sustainability, and human and social development. With nearly 31,000 students, it is the largest university in the San Antonio metropolitan region. UTSA advances knowledge through research and discovery, teaching and learning, community engagement and public service. The university embraces multicultural traditions and serves as a center for intellectual and creative resources as well as a catalyst for socioeconomic development and the commercialization of intellectual property—for Texas, the nation and the world.