

UTSA First-Generation & Transfer Student Center

Spring 2019

Position Announcement

Dear University Partners, Colleagues, and Community Members,

The First-Generation & Transfer Student Center (FGTSC) at The University of Texas at San Antonio is searching for one (1) Program Coordinator.

FGTSC

As part of the Office of the Associate Vice President for Student Success Initiatives under the Division for Student Success, the FGTSC is committed to supporting students that identify as a *first-generation* or *transfer student* as they pursue their undergraduate degree. The center is focused on ensuring that students make the most out of their university experience through mentorship, student success activities and community building.

First to Go & Graduate (F2G&G)

F2G&G aims to develop and support a UTSA institution-wide culture that actively recognizes, encourages and supports first-generation college students. F2G&G provides students a first-generation, upperclassmen peer mentor and a first-generation faculty coach. Collectively, they form a familia and engage in various student success, career exploration and community building activities.

Roadrunner Transition Experience (RTE)

RTE seeks to develop and support transfer students as they navigate UTSA and all its resources. RTE provides students with an upperclassmen peer mentor that is also a transfer student and will successfully guide them throughout their academic career. RTE peer mentors also expose their mentees to various student success, career exploration and community building activities.

First-Gen Living & Learning Community

The First-Gen Living & Learning Community is located in Alvarez Hall at the 1604 Campus and offers an inclusive living environment while fostering a sense of belonging for residence. Students will be part of the UTSA First to Go & Graduate (F2G&G) program. First-Gen Living & Learning community residents will gain further support, including connections to faculty, staff and resources relevant to first-gen students.

Other signature programs facilitated through FGTSC include the fall *Transfer Student Fest* and the spring *First-Gen Fest*. These are week-long experiences that bolster, promote and empower first-gen and transfer students at UTSA.

UTSA First-Generation & Transfer Student Center

Job Description Overview

The Program Coordinator position will oversee assigned special programs and logistics. This includes but is not limited to directly supervising select undergraduate or graduate student-staff, coordinating the guest services component of the center, and managing various program planning logistics (budget, purchasing etc.). Additionally, this position will oversee the First-Gen Living & Learning Community and focus on DT campus programs.

The Program Coordinator plans, implements, and evaluates their program/initiatives. This may include managing and collaborating with university stakeholders, outreaching to students, analyzing data, and offering recommendations for changes and enhancements.

Job Posting

The full position description is available here: <https://jobs.utsa.edu/postings/11655>

Application Deadline

Application deadline is Tuesday, February 12, 2019 at 11:59 PM CST.

For questions about the position, please contact Brandon Cruz, FGTC Senior Program Coordinator.

- Brandon.Cruz@utsa.edu
- 210-458-7304