



## ANNOUNCEMENT OF VACANCY

**POSITION:** Director, Leadership and Organizational Management Program (EMU at Lancaster)

**POSITION SUMMARY:** This is a 1 FTE administrative position (40 hours per week) responsible for academic and operational oversight of the Leadership and Organizational Management and Interdisciplinary Studies programs at EMU at Lancaster. The director will teach nine semester hours in the program each academic year as part of load.

The director will develop, implement, and administer academic and operational features of the Leadership and Organizational Management program for EMU at Lancaster. The director is responsible for recruiting, hiring, and training adjunct faculty. The director will provide academic advising in collaboration with the registration and student advising coordinator. The director will also provide oversight of the undergraduate interdisciplinary studies curriculum. The director will collaborate with EMU marketing, communications, and admissions personnel to recruit students and market the program. The director will chair the PA-LOM advisory committee. The director will serve as the internal and external liaison for the program, building partnerships that will benefit the program and their graduates. Will serve on University and/or Lancaster committees as appointed. This position is supported by the UG Program Assistant in Lancaster.

### QUALIFICATIONS:

**EDUCATION:** A terminal degree in an area related to Leadership, Management, Organization Development, Higher Education Administration, or Adult Education preferred. Master's degree in related field required.

**EXPERIENCE:** Administrative and teaching experience in higher education. Special interest in adult learners and/or technical education preferred.

**PHYSICAL REQUIREMENTS:** Within the scope of a typical office environment.

**INQUIRIES:** Application review will begin immediately. EMU reserves the right to fill this position immediately or to extend the search as circumstances may warrant. Send application, resume, and contact information for three references to:

Human Resources  
Eastern Mennonite University  
1200 Park Road  
Harrisonburg, Virginia 22802  
[jobs@emu.edu](mailto:jobs@emu.edu)  
fax: 540-432-4744

**Eastern Mennonite University is an equal opportunity employer, committed to enhancing diversity across the institution.** Eastern Mennonite University does not discriminate on the basis of race, color, national or ethnic origin, sex, disability, age, sexual orientation, or gender identity. EMU conducts criminal background investigations as part of the hiring process.