

Job Description: SGA Director of Community

Job title – Director of Community

Department – Student Government Association

Title of immediate supervisor – Chief of Staff

Compensation – ?

Hours per week – 8-9

Event hours per semester – 10

Summary/Objective – The Director of Community manages all SGA community and spiritual affairs. Their interactions may include (but are not limited to) Lynchburg city leaders, colleges, and charities. Attention to detail, research abilities, and strong written communication are necessary. There may be some cross-functional work opportunities with the Events and Communications Departments. The Community Director reports to the Chief of Staff and manages the Community Department.

Essential Functions

- Create yearly and semesterly Community budgets
- Meet with Lynchburg city leadership, colleges, and other community stakeholders
- Oversee spiritual growth within SGA
- Assess and research Liberty’s community development
- Search out opportunities to include underserved populations at Liberty University
- Prepare Student Body President and Vice President for external meetings
- Own SGA relations with externally focused LU departments, e.g. LU Serve and Send
- Assemble and supervise a team to assist with the above functions

Competencies

Knowledge:

- General knowledge of the Lynchburg community
- Knowledge of LU departments, events, and community engagement

Skills:

- Organizational ability
- High degree of self-motivation and ambition

Abilities:

- Create and maintain strong interpersonal relationships
- Flexible approach to unexpected situations
- Deductive reasoning and problem solving

Required qualifications:	Preferred qualifications:
<ul style="list-style-type: none">• 3.2 GPA or higher	<ul style="list-style-type: none">• 3.5 GPA or higher
<ul style="list-style-type: none">• 1 professional reference	<ul style="list-style-type: none">• 2 professional references
<ul style="list-style-type: none">• Volunteer experience	<ul style="list-style-type: none">• Lynchburg-specific work experience