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**MOSAIC Program Coordinator**

The Landis Center seeks passionate, committed students to serve as program coordinators for the MOSAIC Programs. Through mutually-beneficial partnerships with local community organizations, the Landis Center promotes intellectual growth for students through meaningful and effective service experiences.

**Job Responsibilities**

MOSAIC Program Coordinators recruit, train, educate and reflect with student volunteers, serve as liaisons with our community partners, and participate in regular leadership development opportunities. Responsibilities include participation in a staff retreat each semester, staff meetings, team meetings and co-coordination of a large-scale campus event. Additionally, program coordinators hold weekly office hours, submit regular paperwork, and ensure volunteers have completed all necessary requirements for participation.

**Desired Qualifications**

Our ideal applicant will possess:

* Passion for a particular issue and/or program
* Willingness to go beyond stated responsibilities for continuous improvement
* Demonstrated capacity for critical thinking around complex social issues
* Ability to commit between 5-8 hours per week to MOSAIC responsibilities
* Previous volunteer experiences and/or leadership skills transferable to a MOSAIC program

Additionally, we seek applicants who are:

* Professional, mature, and congruent in values
* Positive and flexible during times of challenge or change
* Self-motivated and able to manage multiple responsibilities simultaneously
* Resourceful and organized

**Time Commitment**

Program Coordinators works approximately 5-8 hours per week each semester with training and transition beginning the previous semester.

**Compensation**

Program Coordinators earn $8.25 per hour.