



Translation of Responsibilities by Job Title

Director

Pay Grade Commensurate

- Serves as Department Head
- Liaison to the Office of the Vice President for Student Affairs
- Supervises full-time staff

Associate Director

Pay Grade 14

- Member of the department leadership team
- Supervises 2-3 functional areas in the department
- Supervises full-time staff
- Leads Division Committees

Assistant Director

Pay Grade 13

- Member of the department manager team
- Leads a functional area in the department
- Supervises full-time and graduate staff
- Leads Department Committees
- May advise a student organization

Student Affairs Coordinator

Pay Grade 12

- Supervises full-time and graduate staff
- Leads Department Committees
- Advises one or more student organizations
- Coordinates one or more department programs

Student Development Specialist III

Pay Grade 11

- May supervise full-time and/or graduate staff
- Serves on Department or Division committees
- Advises one or more student organizations
- May coordinate one or more department programs

Student Development Specialist II

Pay Grade 9

- May supervise graduate staff
- Serves on Department Committees
- Advises one or more student organizations
- May coordinate one or more department programs

Student Development Specialist I

Pay Grade 8

- Serves on Department Committees
- Advises or co-advises one or more student organizations
- May support one or more department programs