

Executive Director of United Cultures of Bethel

**Position Title:**      Executive Director of United Cultures of Bethel

**Department:**        Executive Team

**Supervisor:**          Student Body President

**Advisor:** Priscilla Kibler

**Stipend:**              $2,300 per year

**Primary Purpose:**

The United Cultures of Bethel department rests on the core belief that there is biblical rationale for the celebration of diversity and the development of cultural awareness. They work primarily through the student group “United Cultures of Bethel” (UCB) and the 5 subsidiary student resource groups that target the White/European American, Asian/Asian American, African/African American, Hispanic/Latino(a), and First Nation (Native American) populations on campus. This department seeks to support students in regards to their cultural identity as well as to engage the entire Bethel community in a cultural understanding of one another. This department can move our community toward a more accurate reflection of God’s kingdom that displays the unity that should exist within the Body of Christ.

**Key Responsibilities:**

* Serve as a strong student voice concerning cultural issues
* Seeks opportunities to provide programming and forums that unite the different cultural groups
* Oversees the positions of the five Directors and seeks to create a cohesive team dynamic
* Ability to cast vision for team of directors
* Assists Directors in coordinating programming and resources for the different cultural groups
* Functioning as the liaison between the UCB directors and the BSG programs
* Maintaining oversight for UCB functions including calendars and budgets

**Expectations**

* Exhibiting integrity through leadership and upholding the community covenant
* Being available and supportive for directors
* Contributing to a healthy and positive dynamic for both UCB and BSG Executive teams
* Awareness of the historical and contemporary realities facing people of color in general in students of color on Bethel’s campus.
* Frequent and thorough communication with Advisor
* Participating in ongoing training and development

**General Requirements**

* At least one office hour per week
* One-hour weekly Executive Team meeting
* Weekly meeting with the Student Body President/Vice-President
* Weekly meeting with Associate Dean of Intercultural Programs and Services
* Bi-weekly meetings with each UCB Director (subject to change)
* Plan and conduct weekly UCB Directors’ meeting
* Onsite supervision of all UCB events
* Attend Executive Team Retreats
* Attend the Leadership Retreat
* Arrive on campus two weeks before classes begin
* Attendance at one Senate meeting per month
* Participate in various other extra Executive team commitments such as, but not limited to, retreats, staff chapel, and staff training prior to school starting

**Qualifications:**

* Sophomore standing at time of assuming the position
* Minimum GPA of 3.0
* Previous experience as a UCB director, subgroup member or committee member required
* Ability to articulate a Biblical understanding and value of diversity
* Be able to manage 9-20 hours a week to dedicate to this department
* Be willing to work odd hours