



DELTA TAU DELTA

Delta Tau Delta Fraternity Job Posting

Job Title: Education and Programming Intern

Position: Temporary; may be eligible to work remotely

Exempt/Non-Exempt (OT Eligible): Non-Exempt

Reports to: Director of Undergraduate Education

Supervisory responsibilities: None

Schedule: 30 hours a week (a set schedule, including start and end date, will be determined based on intern availability)

Organizational Culture:

If you are ready to develop the next generation of young men and challenge them to reach their full potential, you are in the right place. Delta Tau Delta is committed to coaching today's young leaders, entrepreneurs, and innovators as they strive for excellence. Join us as we empower our members to take ownership in their collegiate experience and work toward their goals. Our team is focused on helping and developing one another so we can better support our members as they carry out the mission and values of the Fraternity. We are looking for people committed to these values who want to join our proud legacy and help shape the future.

Job Summary:

Gain experience working directly with education and programming initiatives at a non-profit organization, including but not limited to curriculum planning, writing, and development and assessment creation and execution. You will also gain invaluable experience and knowledge in non-profit management. Additional responsibilities may be negotiated pending the applicant's interests and skill level. This position may be eligible for credit-bearing graduate course work.

Essential Duties:

- Collaborate with staff to develop and execute relevant education and programming in areas including:
 - Health and Wellness
 - Leadership
 - Officer Education and Training
 - Member Development
- Assist in assessment and evaluation of Fraternity programs and experiences.
- Represent the organization and act as an ambassador of Delta Tau Delta.
- Work with various departments and external audiences in communicating and achieving organization initiatives.

Other Responsibilities:

- Assist with other duties and projects as assigned.
- Assist with additional projects if available and based on skill level and interests.



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Required Qualifications:

- Must be a graduate student in higher education, student affairs, instructional design, counseling, educational leadership, or related degree program.
- Knowledge of fraternity and sorority educational programming.
- Critical analytical thinking and reasoning skills.
- Strong written and oral communication skills.
- Strong interpersonal skills.
- Ability to meet deadlines.

Compensation:

Compensation is \$16.50/hour and may include furnished housing.

Application Process:

Questions and inquiries should be directed to Alex Kennedy, director of undergraduate education, at alex.kennedy@delts.org

Deadline to submit cover letter and resume

March 26, 2021

Interview process (virtual)

April 5 – 16, 2021

Final selection

April 23, 2021