

**Lamar University**  
**Associate Provost for Student Retention**

Lamar University, located in Beaumont, Texas, invites applications or nominations for the position of Associate Provost for Student Retention. This is a full time, twelve month position reporting directly to the Provost and Vice President of Academic Affairs. The holder of this position will provide leadership for the development, administration, coordination, and assessment of retention and advising activities at the University. The successful candidate must have a demonstrated ability to manage complex advising/retention programs and working knowledge of best practices for such programs.

**Qualifications:**

- An earned doctoral degree in a discipline represented at the institution.
- A record of research and publication, which should include articles and presentations on issues in advising and/or retention, sufficient for a senior level faculty appointment.
- Progressive administrative, fiscal, and leadership experience, preferably for advising and/or retention programs in a university setting.
- Strong interpersonal, communication, and facilitation/collaboration skills.
- Ability to develop and communicate a shared vision within and external to the institution.
- A commitment to the University's Core Values, especially those involving students, collegial environment, and diversity.

Preference will be given to candidates with a history of attracting externally funded initiatives pertaining to advising, retention, and/or student success.

**Duties:**

- Provide vision and leadership for student advising and retention programs at Lamar University.
- Provide operational oversight for the Center for Academic Success (CAS) and related programs. CAS includes:
  - Student Advising and Retention Services (STARS)
  - Foundations of Excellence
  - McNair Scholars Program
  - Student Support Services
  - Academic Enhancement Workshops
  - Supplemental Instruction
- Maintain knowledge of current and best practices in student advising and retention.
- Advocate student retention and advising activities throughout the University.
- Develop, plan, and implement new retention and advising initiatives based upon institutional and student needs.
- Promote understanding and support of the university's advisement and retention initiatives to external constituencies.
- Participate in other related activities as assigned by the Provost.

Beaumont is a community of approximately 120,000 people, located about 30 miles from the Gulf of Mexico, 90 miles from Houston, and 40 miles from the Louisiana border. Lamar University has experienced tremendous growth and expansion over the past five years, with enrollment steadily increasing to nearly 10,500 this fall. Additional information about the university is available at <http://www.lamar.edu>.

**The position is available in either summer or fall, 2008. Salary is negotiable depending upon qualifications and experiences.**

Review of application materials will begin on January 15, 2008, and continue until the position is filled. Send letter of interest addressing qualifications, a current curriculum *vita*, and the names, addresses, e-mail, and telephone numbers of 3-5 professional references to: Dr. Brenda Nichols, Chair, Associate Provost for Student Retention Search Committee (phone 409-880-8508 or email [brenda.nichols@lamar.edu](mailto:brenda.nichols@lamar.edu)); c/o Office of Human Resources; Lamar University; P.O. Box 11127, Beaumont, Texas 77710-1127.

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