



Student Activities & Leadership Development Coordinator

The Student Activities & Leadership Development (SALD) Coordinators work collaboratively to ensure the creative development of Student Activities & Leadership Development services and programs. They support the day-to-day functioning of the office and all of its subsequent units.

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Exhibit strong detail orientation, communication, and organizational skills.

Collaborate with colleagues on the SALD staff, assisting with various programs and events.

Demonstrate enthusiasm, initiative, and engagement toward Hamline University and SALD.

" Assist with Student Organization Leader Workshop, Student Org Fairs, Homecoming, Student Activities

Participate in SALD Training, August 13-15, 2025*

Participate in Student Activities Retreat: Friday, August 22, 2025*

Remain alcohol and drug free when volunteering or working at any and all events sponsored by SALD.

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\$16.50 per hour for office hours at the Involvement Center desk (approximately 8-10 hours per week),
meetings, trainings, workshops, and events

TERMS OF EMPLOMEÛ

Employment officially begins on August 13, 2025 and ends May 8, 2026. Hours may be available throughout summer 2025 and 2026 for those interestrOww

SALD Coordinators are required to be available during summer training, August 13-15, 2025 (these dates can be adjusted with advanced notice of conflicts). Staff will also be expected to begin staffing the office a few hours per week throughout the remainder of August as we prepare for the fall semester.

