

Sterling College

WORKING HANDS. WORKING MINDS.

Director of Student Life and Operations Wendell Berry Farming Program of Sterling College

The Wendell Berry Farming Program (WBFP) Director of Student Life and Operations is a position in Henry County, Kentucky. The Director manages student life, recruitment and admission, and program operations for this 2-year, tuition-free sustainable agriculture program with cohorts of 12 students. The Director reports to the Dean of the WBFP in Kentucky and works closely with personnel in Sterling's Student Life, Admission, and Business Offices at the College's main campus in Vermont. The preferred start date is January 18, 2021.

Responsibilities

This position entails a broad range of responsibilities, including but not limited to:

- **Student Life**
Design and support student life services for the Kentucky campus that reflect the values articulated in the College's mission and vision statements. Oversight of residential life, student engagement, and health and wellness services. Advocate for individual students' success in college. Take a leadership role in corrective actions related to residential and student life issues. Serve as liaison to the Vermont campus to ensure students are able to access cross-campus services. Provide leadership in emergency situations and participate in on-call rotation.
- **Recruitment and Admission**
Coordinate with the Office of Admission and Financial Aid to recruit highly-qualified students and to facilitate the application, admission, and financial aid processes. Network with Kentucky-based colleges, farms, and organizations to identify and establish reciprocal relationships for prospective WBFP students. Oversight of the new student onboarding paperwork, housing logistics, and ongoing student communications.
- **Program Operations**
Provide administrative leadership for WBFP finances, facilities, and office operations-- including managing budgets, bookkeeping, placing materials orders, coordinating facilities maintenance, and record keeping.

Qualifications

Required

- Bachelor's degree
- At least 1 year working in college admission or student life, social work, or comparable experience

- Valid driver's license and insurance
- Commitment to Sterling College's mission of ecological thinking and action
- Ability to plan and manage projects efficiently
- Demonstrated success working independently and as part of a diverse team
- Strong leadership and decision-making skills for working with students
- Ability to respond to a wide range of requests by students, faculty, and staff
- Skillful budgeting, bookkeeping, and financial reporting
- Outstanding verbal and written communication skills
- Live in close proximity to WBFP operations in Henry County, Kentucky (preferably in the community or within a 30-minute radius)
- Weekend and night activities occasionally required
- Occasional travel required

Desired

- At least 3 years working in college admission or student life, or comparable experience
- Familiarity with living and working in a rural community
- Graduate degree or equivalent work experience
- Familiarity with Google Suite, MS Office, and various business software
- Commitment to fostering viable farming communities

Compensation

Sterling College offers competitive compensation and benefits in a vibrant rural community in Henry County, Kentucky (45 minutes from Louisville). The salary range for this full-time position is \$30,000 - \$35,000, based on experience. Among other benefits, the College offers group medical insurance to regular full-time employees; tuition waivers for employees, spouses, domestic partners, or dependent children; 14 days of earned leave time per fiscal year, 11 holidays, and 12 earned sick days per fiscal year.

Application Instructions

Application review by the WBFP Dean and Search Committee will begin immediately. Applications received by December 15 will receive full consideration, and the search will continue until a successful appointment has been made. Candidates should send the following materials as a single PDF file to Caitlin Miller, Executive Assistant to the President at caitlin.miller@sterlingcollege.edu: cover letter, résumé, and contact information for three references.

Diversity Statement

Sterling College - its Board of Trustees and Faculty Council - has adopted a detailed ten-year strategic initiative, with grant support, that is intended to better promote equity and inclusion across all of its academic programs and in all of the locations in which they take place. Sterling College acknowledges that the land on which its students, faculty, and staff gather is the traditional and unceded territory of the Abenaki and the Shawnee people.

The Wendell Berry Farming Program of Sterling College

In collaboration with The Berry Center and based in Henry County, Kentucky, the WBFP delivers tuition-free junior and senior year coursework for Sterling College's sustainable agriculture degree to students from Kentucky and elsewhere. The curriculum focuses on ecological management of livestock, pasture, and forest using draft animals and other appropriately scaled mixed power systems. The first cohort of 12 students began in August 2019. Led by Sterling faculty and staff, the students also work with farmers, foresters, and rural advocates, including The Berry Center staff. Typically, the WBFP cohort is composed of both residential students and those who live (and often farm) nearby. Housing is available and provides an opportunity for immersive on-farm work and learning. The WBFP fosters independent living residential life. The WBFP leases from The Berry Center its 200-acre farm located at 8462 Maddox Ridge Road, Turners Station KY, about 3 miles west of Port Royal, in Henry County. By living, working, and studying together within a community, we learn inclusive neighborliness and obligation to others.

Founded in 1958 in Craftsbury Common, Vermont, Sterling College advances ecological thinking and action through affordable experiential learning, preparing knowledgeable, skilled and responsible leaders to face the ecological crises caused by unlimited growth and consumption that threatens the future of the planet. Undergraduate enrollment is limited to 125 students. Along with the WBFP, Sterling is also home to the School of the New American Farmstead, is accredited by the New England Commission of Higher Education, and is one of only nine colleges and universities recognized by the U.S. Department of Education as a "Work College."

The College has received national attention for becoming one of the first institutions in the U.S. to divest from fossil fuels. Sterling has been recognized for its sustainability initiatives by Sierra Magazine and has earned a STARS Gold Rating from the Association for the Advancement of Sustainability in Higher Education.

Sterling College is an equal opportunity employer and will not discriminate against any person on the basis of race, religion, national origin or sex in violation of Title VII. Sterling College prohibits discrimination against employees, applicants for employment and students on the basis of age, color, disability, marital status, national origin, race, religion, sex, sexual orientation, gender identity or expression, or veteran's status.

