

## BDLA coordinator requirements 2017

Position summary: The coordinator for Business Diversity Leadership Alliance (BDLA) will be responsible for implementing and coordinating programs designed around social justice issues that relate directly or indirectly to business students at Colorado State University's, College of Business. Primary responsibilities include: development, implementation and design of programs that relate to the mission, values and objectives of BDLA. Helping coordinate facilitations, tours and other duties given by the faculty coordinator of BDLA that enhance the learning experience for members and the COB at large. Collaboration with other organizations within the COB, especially those that make up the UPO; will be essential to the retention, recruitment and attrition of current and future members. The preferred candidate will have demonstrated working knowledge of social justice advocacy and leadership by holding positions within other organizations that are directly or indirectly related to diversity, leadership or cultural competency. A top candidate will possess an excellent command of contemporary diversity, equity and inclusion concepts and issues, as well as experience in advancing these efforts within an organizational setting. A top candidate must have a strong understanding of the mission of the organization, have leadership and mentorship capabilities as well be able to learn and grow under the guidance of the staff coordinator. The coordinator must be willing to commit one academic year to the position and be able to train the next incoming coordinator at the end of their term. The staff coordinator must demonstrate a highly collaborative style; and have an interest in promoting a culture of openness and transparency with the membership.

### Minimum requirements

- Current BDLA member (2016-2017 academic year)
- Pursuing a bachelor's degree in Business Administration from Colorado State University
- Been a member of BDLA for at least one academic year

### Preferred requirements

- Held a position within BDLA (former coordinator, committee chair etc.) or designed/created/lead a facilitation, discussion or event on behalf of BDLA
- Demonstrated experience in a leadership position within another organization/been a TA before
- Demonstrated commitment to diversity, inclusion or social justice through volunteerism

All candidates MUST submit a written essay, minimum one page (no maximum) on 1) Why they want to be the coordinator of BDLA 2) How do they expect to grow the organization-Please be specific and detailed 3) What are your ideas around recruitment and retention of new members and returning members

All essays must be submitted no later than 11:59pm on April 19<sup>th</sup>. Please submit via email to [patrice.palmer@colostate.edu](mailto:patrice.palmer@colostate.edu). All essays will be reviewed for detail, articulation of ideas and understanding of mission and needs of BDLA members. These essays will be reviewed in a 3-part process where two members from different colleges (outside of Business) who work within Diversity related concepts will review and judge for understanding of key concepts and give feedback. Both the current staff coordinator and faculty coordinator will review and the BDLA body will hear the platform given by the candidates on April 20<sup>th</sup> for 5-7 minutes outlining the summation of their essays.