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Community Engagement Coordinator

Tallgrass Prairie Center

Develops and maintains relationships to promote the mission and programs of the Tallgrass Prairie Center (TPC) and leads community engagement efforts; helps maintain a high profile both externally and within the University; and assists the Director in building the Friends of the TPC group through regular communications and coordination of a spring Restoration and Management Seminar Series.

Bachelor's degree; at least two years of successful marketing, sales, or related experience; and strong written and oral communication skills required. Experience with outreach and educational programming in an educational environment; experience with native plants, roadside management, natural landscaping, and/or agricultural conservation practices; experience with the use of social media and low-cost methods of reaching target audiences; and experience with website and page design software preferred.

Criminal and other relevant background checks required. UNI actively seeks to enhance diversity and is an Equal Opportunity/Affirmative Action employer. The University encourages applications from persons of color, women, individuals living with disabilities, and protected veterans. All qualified applicants will receive consideration for employment without regard to age, color, creed, disability, gender identity, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other basis protected by federal and/or state law. The University offers an excellent benefits package including a vacation plan, employer sponsored retirement plans, health and dental insurance, and life and disability insurance. Application materials received by Monday, January 18, 2021 will be given first consideration. For more information or to apply, visit <http://jobs.uni.edu>. UNI is a tobacco free campus.