TOUGALOO COLLEGE
Tougaloo, MS 39174

NOTICE OF POSITION OPENING

Student Success Coach

Position Summary:

The First- and Second-Year Experience is a student-centered program design to help students navigate the academic and social life of College. The Student Success Coach is a part of a leadership team that assumes shared responsibility for the retention and success of Tougaloo students, utilizing a holistic framework for supporting students as they navigate the transition into higher education. The successful Student Success Coach will understand and apply the principles of positive student development as well as manifest a commitment to the Tougaloo tradition of critical inquiry and social justice.

Essential Responsibilities:

- Conduct Student Success Seminar courses
- Provide academic and social advising to First- & Second-Year students
- Plan, facilitate, and execute First- & Second-Year signature events
- Support and facilitate Academic Tutorial Services
- Positively contribute to the institution's campus-wide retention plan
- Assist students with the completion of FERPA, Major Declaration forms and other important documents
- Conduct early course selection for prospective First- & Second-Year students during the Fall, Spring, and Summer semesters
- Acclimate First-Year students to relevant and pertinent campus resources such as Student Services, Academic Support, and Health Services and extend this service throughout the second year.
- Facilitate and oversee community service participation and hour(s) documentation

Required Experience/Knowledge/Skills:

- Exceptional communication and relationship skills, with a deep awareness of challenges facing today's students and an ability to identify and build off students' strengths
- Efficient with common technology such as Microsoft Office, Apple products, and software.
- Understanding of the College's various academic curriculums
- Experience with course instruction and academic advising
- Ability to engage effectively with students, faculty, internal and external constituents of the College

- Willingness and enthusiasm to collaborate with various departments across campus to enhance the overall experience for First-Year students
- Emotional intelligence and willingness to understand and accommodate students from various cultural backgrounds
- Commitment to educating students on social justice themes and training the next generation of social change agents

Date of Position Opening:	**November 10, 2026**
Application Deadline:	**Until position filled**
Salary:	**Commensurate with experience**
Job Listings:	**https://www.tougaloo.edu/about-tougaloo-college/jobs**
****Email App/Resume/Cover Letter to:**	**TougalooCareers@tougaloo.edu**
Physical Address:	**Tougaloo College** **Attention: Director of Human Resources** **500 West County Line Road** **Tougaloo, MS 39174**

ALL APPLICANTS WILL BE CONSIDERED WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, AGE, NATIONAL ORIGIN, SEXUAL ORIENTATION, DISABILITY, CITIZENSHIP, VETERAN STATUS, GENETIC INFORMATION, GENDER IDENTITY, OR ANY OTHER LEGALLY PROTECTED STATUS. THE COLLEGE PROHIBITS SEXUAL HARASSMENT, INCLUDING SEXUAL VIOLENCE.

TOUGALOO COLLEGE AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER