**First-Generation Fellows Coordinator**

***Position Description***

**OVERVIEW**

Amount of Support: $2,500

Number of Positions: 1

Application Deadline: Monday, August 4, 2025

Notification Date: Tuesday, August 5, 2025

**PURPOSE**

The First-Generation Fellows Coordinator supports SEM Goal 3 to Increase persistence rates of degree seeking student populations*.* The First-Generation Fellows Coordinator convenes the First-Generation Fellows in their work in advancing first-generation student success, with the Coordinator and each Fellow leading a working group of the F1RST Generation Coordinating Council.

**EXPECTED CONTRIBUTIONS**

In partnership with the Assistant Vice President for Student Success & Persistence and the F1RST Generation Coordinating Council, the First-Generation Fellows Coordinator will support efforts to advance first-generation student success. These will be presented in several venues, including:

* Convene monthly First-Generation Fellows meetings.
* Set annual goals for the First-Generation Fellows by September 2025.
* Lead the First-Generation Fellows in facilitating one in-person event during the 2025-2026 academic year.
* Lead one working group of the F1RST Generation Coordinating Council.
* Support First-Generation Fellows in leading their respective working groups.
* Serve on the university Student Success & Persistence Coalition to represent the First-Generation Fellows and share perspectives on first-generation student success.
* Submit an annual report by May 2026 highlighting work completed by the First-Generation Fellows, including an itemized budget.

**ELIGIBILITY**

Faculty and staff who have previously served on the F1RST Generation Coordinating Council are eligible to apply.

**SELECTION CRITERIA**

The First-Generation Fellows Coordinator will be selected by the Assistant Vice President for Student Success & Persistence.  Selection should be based on their engagement in first-generation student success efforts and past work as a member of the F1RST Generation Coordinating Council.

Applicants will be evaluated on the following criteria:

* A clear interest in developing and sharing creative approaches to supporting first-generation students.
* A commitment and ability to connect with peers (coaching) to implement quality practices to support first-generation student success.
* A commitment to the use of data to improve first-generation student success rates.
* A student-centered philosophy.
* Time and willingness to perform the listed contributions.
* An understanding of and support for the SEM retention goals and tactics (SEM Goal 3).
* Past work as a member of the F1RST Generation Coordinating Council.

**APPLICATION MATERIALS**

Applicants should include the following:

* Written response to “First-Generation Reflections” ***(see below)***
* Letter of support from the dean, chair of your academic department, or director of unit that speaks to your commitment to first-generation student success.

**DEADLINE FOR APPLICATION AND NOTIFICATION**

Submit materials by email to Brett Bruner (brett.bruner@wichita.edu) by 8 a.m. on Monday, August 4, 2025.

Any questions about the position or application may be directed to Dr. Brett Bruner, Assistant Vice President for Student Success & Persistence, brett.bruner@wichita.edu.

**Retention Reflections:**

1. What is your vision for the role of First-Generation Fellows in supporting the university’s student success and persistence strategies?
2. Describe one or more examples of practices you have used to support first-generation student success in your classroom, department, or program.
3. How might you further develop creative practices and/or encourage other faculty and staff to engage in practices to promote first-generation student success?