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A bachelor's degree with coursework or job experience in communication or fundraising is preferred, but all qualified candidates will be considered. Our ideal candidate will be a strong written and verbal communicator with data and technology skills. This role is ideal for a team-oriented, self-starting individual who is eager to join a successful team of development professionals.

The successful candidate will have an authentic Christian faith and support the college's mission (www.nwciowa.edu/mission) and identity as expressed in our Vision for Learning (www.nwciowa.edu/vision), Vision for Diversity (www.nwciowa.edu/vision4diversity) and Statement of Christian Identity (<u>www.nwciowa.edu/Christian-identity</u>).

Northwestern College is affiliated with the Reformed Church in America and seeks to more fully reflect the cultural and ethnic diversity of the body of Christ in its faculty, staff, administration and students. Women and candidates from historically underrepresented groups are enthusiastically encouraged to apply.

Applications will be accepted until the position is filled. To apply, send letter of application, résumé **and** Northwestern College application form to:

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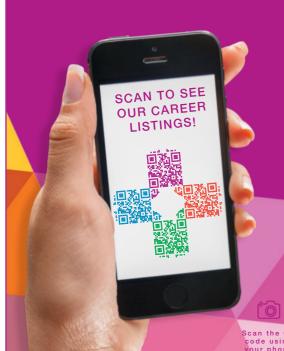


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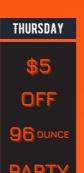


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Northwestern College has a 10-month (August 1 through May 31) opening for an assistant director of the NEXT program. The mission of the NEXT program is to provide a personalized, inclusive college experience for students with intellectual and developmental disabilities in a supportive Christian environment. The assistant director of the Northwestern NEXT Program will provide overall support and assistance for our NEXT students as they navigate their classes, coursework and life on campus. Primary responsibilities include:

- Managing the audited courses taken by NEXT students by setting up learner agreements with professors and making modifications and accommodations when
- Assigning, training and overseeing the mentors/tutors working with NEXT students
- Teaching a course on wellness and healthy relationships for NEXT students
- Overseeing and updating the NEXT Newsletter and Facebook page
- Planning on- and off-campus activities for NEXT students and their peer mentors Creating and updating NEXT student profile documents designed to prepare and educate professors and residence life staff
- Assisting in the recruitment of potential NEXT students

Candidates must possess a bachelor's degree with an emphasis in student learning and development, although a master's degree in special education or a related field is preferred. The candidate should possess knowledge and experience working with persons who have disabilities. Applicants must possess strong written and interpersonal skills; be computer literate; and have the ability to initiate, plan, implement, and evaluate programs and services.

The successful candidate will have an authentic Christian faith and support the college's mission (www.nwciowa.edu/mission) and identity as expressed in our Vision for Learning (www.nwciowa.edu/vision), Vision for Diversity (www.nwciowa.edu/vision4diversity) and Statement of Christian Identity (www.nwciowa.edu/Christian-identity).

Northwestern College is affiliated with the Reformed Church in America and seeks to more fully reflect the cultural and ethnic diversity of the body of Christ in its faculty, staff, administration and students. Women and candidates from historically underrepresented groups are enthusiastically encouraged to apply. To apply, send letter of application, résumé and Northwestern College application form by April 1 to:

> Director of Human Resources • Northwestern College 101 7th St. SW • Orange City, IA 51041 Apply online at www.nwciowa.edu/employment then send cover letter and résumé to mindy.stichka@nwciowa.edu.



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### **WOMEN'S SOCCER GRADUATE ASSISTANT**

Northwestern College is seeking applicants for the position of women's soccer graduate assistant (GA) for a 10-month period (August to May-could start earlier if available). Qualified applicants will assist in fostering a highly competitive and positive team culture where high-quality relationships with fellow coaches and players are emphasized. The GA will collaborate with the head coach to prepare practice plans, do on-the-field teaching, and directly assist the head coach with strategic and personnel decisions during games. Additional game coaching for the junior varsity program is required.

A role in a shared recruiting approach is expected. Assistance in facilitating summer camps will provide opportunities to organize and prepare other coaches, offer instruction to large groups of athletes and practice effective leadership skills.

### **Required Qualifications:**

- Excellent interpersonal, organizational and communication skills
- Former athlete with a desire to pursue coaching or other soccer-related fields Bachelor's degree and acceptance into the Northwestern College Master of Education
- program or an online program elsewhere

This is a 2- to 3-year position determined by program of study. Compensation includes a stipend, graduate tuition for the Northwestern College program and housing with an on-

The successful candidate will have an authentic Christian faith and support the college's mission (www.nwciowa.edu/mission) and identity as expressed in our Vision for Learning (www.nwciowa.edu/vision), Vision for Diversity (www.nwciowa.edu/vision4diversity) and Christian identity statement (www.nwciowa.edu/Christian-identity).

Northwestern College is affiliated with the Reformed Church in America and seeks to more fully reflect the cultural and ethnic diversity of the body of Christ in its faculty, staff, administration and students. Women and candidates from historically underrepresented groups are enthusiastically encouraged to apply. Review of applications will begin immediately until the position is filled. To apply, send letter of application, résumé and Northwestern College application form to:

> Director of Human Resources Northwestern College 101 7th St. SW • Orange City, IA 51041 Phone: 712-707-7224 Apply online at www.nwciowa.edu/employment



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- Prepare plans using AutoCAD Civil 3D, Excel, and other applications
- Attention to detail to calculate project quantities and inspect contractors' work
- Construction experience

To learn more and apply, go to siouxcountyia.gov/engineer. Applications accepted until position is filled.

NOR HWESTERN

### **ASSOCIATE DIRECTOR OF** INTERCULTURAL DEVELOPMENT

Northwestern College seeks a culturally-intelligent, relationally-oriented professional to support international and multicultural students and to promote the Vision for Diversity across campus. Responsibilities include fostering the academic, social, spiritual and emotional thriving of college students from underrepresented populations, especially international students; managing programs that contribute to their success and retention; partnering with offices on campus to ensure compliance with immigration regulations; and promoting reconciliation and flourishing on campus and in the larger community.

Qualified applicants will have a vision for cultural and ethnic diversity as part of God's good creation and a proven track record of fostering intercultural understanding and development. Experience in student life and/or working with multicultural and/or international students is required. A master's degree in student development, intercultural education, counseling or a related field is preferred. International experience and the ability to speak Spanish are a plus. Preference is given to applicants from underrepresented ethnic populations.

Position begins in May 2022. Applications will be received until position is filled.

The successful candidate will have an authentic Christian faith and support the college's mission (www.nwciowa.edu/mission) and identity as expressed in our Vision for Learning (www.nwciowa.edu/vision), Vision for Diversity (www.nwciowa.edu/vision4diversity) and Statement of Christian Identity (www.nwciowa.edu/Christian-identity).

Northwestern College is affiliated with the Reformed Church in America and seeks to more fully reflect the cultural and ethnic diversity of the body of Christ in its faculty, staff, administration and students. Candidates from historically underrepresented groups are enthusiastically encouraged to apply.

To apply, send letter of application, resume and Northwestern College application form

Director of Human Resources • Northwestern College 101 7th St. SW • Orange City, IA 51041 Phone: 712-707-7224 Apply online at www.nwciowa.edu/employment



### PAYROLL & HR BENEFITS SPECIALIST

Northwestern College has an opening for a payroll and HR benefits specialist. Responsibilities include managing the college's payroll functions and assisting with benefit administration. Duties will include: processing monthly employee payroll for all states where the college is registered; overseeing student payroll performed by student employment and payroll coordinator; payroll specific processes (i.e. W-2s, payroll taxes, state specific payments, etc.); benefits enrollment, record keeping, premium payment submission, vendor contacts, and some benefits communication; and assisting employees with payroll or benefit questions.

Qualifications include:

- Bachelor's degree in accounting, human resources or related field.
- 3-5 years related experience in payroll, general ledger and benefits administration.
- Multi-state payroll and tax experience.
- Previous or comparable experience and knowledge of payroll software programs
- Strong accounting, interpersonal, organizational, written and oral skills.
- Candidates should exhibit an attention to detail and be proficient in Microsoft Word, Outlook and Excel.

The successful candidate will have an authentic Christian faith and support the college's mission (www.nwciowa.edu/mission) and identity as expressed in our Vision for Learning (www.nwciowa.edu/vision), Vision for Diversity (www.nwciowa.edu/vision4diversity) and Statement of Christian Identity (www.nwciowa.edu/Christian-identity).

Northwestern College is affiliated with the Reformed Church in America and seeks to more fully reflect the cultural and ethnic diversity of the body of Christ in its faculty, staff, administration and students. Women and candidates from historically underrepresented groups are enthusiastically encouraged to apply. To apply, send letter of application, resume and Northwestern College application form by March 14 to:

> Human Resources • Northwestern College 101 7th St. SW • Orange City, IA 51041 Apply online at www.nwciowa.edu/employment Send cover letter and resume to mindy.stichka@nwciowa.edu

### HELP WANTED Family Advocate for Head Start/Early Head Start in Sioux County 40 hours per week including some evening hours, 52 weeks per year. Position is based in of Orange City. Eligible for benefits including IPERS. For more information and to apply online, please visit www.midsioux.org 1.800.859.2025 An Equal Opportunity Employer

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### Water System Maintenance Operator

Southern Sioux Rural Water System invites applications for System Maintenance Operator.

Qualifications required:

- State Certification/Grade II preferred or willing to obtain
- Mechanical Ability
- Public relations skills
- Water construction experience

Applications accepted until position is filled

Send resume, letter of application, list of references to:

James Marienau, President **Southern Sioux Rural Water System** Box 219 • 1002 Main St • Ireton, IA 51027

**ORANGE CITY, IA** 

**NIGHT AUDITOR** 

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# Classroom Aide/Bus Monitor for Le Mars Head Start Center.

• Monday-Thursday (8 hours) and Friday (7.5 hours) 39.50 hours per week, September - May

Eligible for benefits including IPERS. High school diploma required. Experience in working with pre-school age children preferred. Duties include riding the transportation bus and assisting classroom teachers by providing an educational environment for children. Valid driver's license, insurance and reliable transportation required. For more information or to apply on-line, please visit www.midsioux.org. An Equal Opportunity Employer.





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4 hours, Mon-Fri (8-12), 20 hours per week, September-May and eligible for benefits. Additional hours may be given for substituting and trainings. High school diploma required. Experience in working with pre-school age children preferred. Spanish bilingual skills preferred, but not required.

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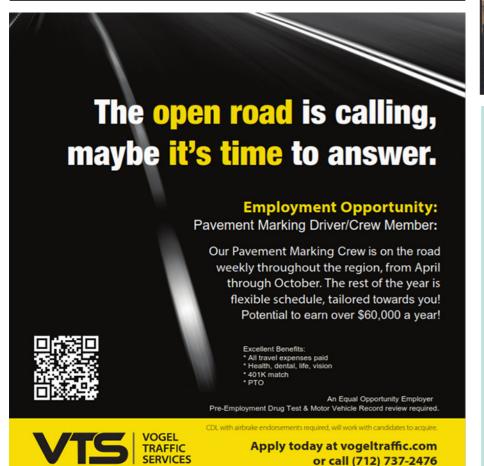
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### Education:

- 3-5 years of data analytics, business systems report,
- writings, and/or Business Intelligence development • Bachelor's degree related to Information Technology Systems.
- Business Administration, or similar/equivalent experience

### **Knowledge and Skills:**

- · Experience in modern data analytics, ERP systems, and
- database reporting
- Excellent written and verbal communication skills, team mentality, attention to detail, and the ability to conceptualize, communicate, and enable solutions are essential for this role

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