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# Ad•Visor

A Pluim Print & Publishing Publication

PUBLISHED EVERY TUESDAY • 113 CENTRAL AVE. SE • ORANGE CITY, IA 51041 • 712-737-4266 • 800-747-5846  
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Tuesday, March 25, 2025

Volume LXX No. 12

Marketing to the cities and rural routes of: Orange City • Alton • Hospers • Granville • Maurice

## OPEN HOUSES

702 & 704 17th St SE, Orange City  
Saturday, March 29<sup>th</sup> 12pm-1:30pm



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**Student Employment Assistant**  
Provide diversified clerical support for student employment director, including coordinating and entering students on-campus employment information into Oracle system, advertising both on-campus and off-campus jobs, and ensuring all new hire forms and documents are completed in the required time period. Part-time position of approximately 20 hours per week.

To view job descriptions/apply or go to [dordt.edu/jobs](http://dordt.edu/jobs)



Those interested in working on a Christian university campus are encouraged to apply.

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## ORANGE CITY

### PRESCHOOL

### REGISTRATION

**Friday April 18th, 12:30-5:30**

On the day of your child's registration, please bring the following:

- Birth Certificate
- Immunization and Physical Records

1103 Lincoln Circle SE, Orange City, IA 51041  
712-737-3889

We have the following session times available for 4-year old preschool:

- 8:15-11:45am
- 12:00-3:30pm
- 9:15-12:15pm (with extended child care available)

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Dordt University endeavors to diversity its staff within the framework of its mission. The commitment of the university to non-discrimination on the basis of age, color, disability, gender, national or ethnic origin, or race is consistent with federal and state requirements for non-discrimination in employment.

# Service and Professional Directory

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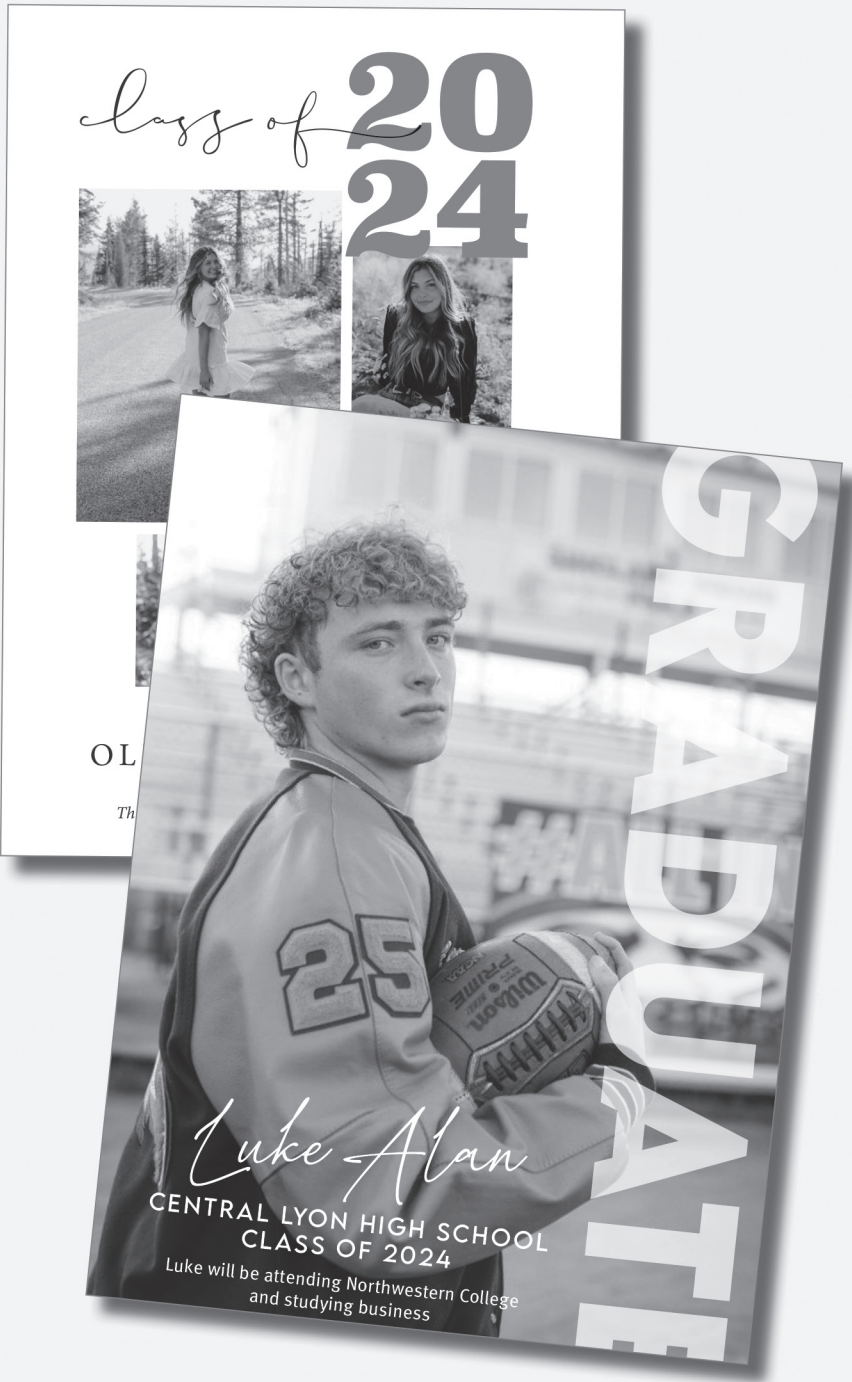
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JOB OPENINGS

Accountant

Northwestern College has an opening for a full-time accountant. Responsibilities include maintaining fixed asset records, preparing journal entries and reconciliations, preparing monthly and annual reports, and preparing tax forms and returns. This position also manages student loan programs.

Clinical Recruitment Coordinator

Northwestern College is seeking a dynamic clinical recruitment coordinator to join the physician assistant (PA) program. The coordinator will build relationships with clinical sites, recruit preceptors, and support student placements. This 12-month position is full-time, but part-time applicants will be considered.

Costume Studio Manager

The Northwestern College theatre department seeks a costume studio manager beginning August 15. This 20-hour-per-week, 9-month-per-year position will collaborate with student costume designers in the purchase, alteration and fabrication of garments for all productions and performances. Duties include training theatre students and overseeing the smooth operation of the costume studio and equipment.

Head Women’s Basketball Coach

Northwestern College is looking for a full-time, 10-month (August to May) head women’s basketball coach. Responsibilities include administering and promoting the program in a manner consistent with the mission and goals of Northwestern’s athletic department. The head coach will direct practices, recruit athletes, and develop positive relationships with assistant coaches and athletics alike. Teaching in the kinesiology curriculum and additional athletic department duties may be included.

Student Accounts Manager

Northwestern College is seeking a full-time student accounts manager. This position is responsible for billing and collecting student accounts, setting up payment plans, reconciling electronic payments, and recording cash receipts.

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For more information and to apply, go to [nwciowa.edu/employment](http://nwciowa.edu/employment)

Northwestern College  
Orange City, Iowa

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