Position Description

Position: Director of Project Development
Reports to: President

Summary of Position:

The Director of Project Development is responsible for supporting project and program-level external operations of the team. The Director will work with front-line category managers, project leaders, and program directors, to ensure proper analysis, planning, and implementation exists in all such operations. The Director is also responsible for macro-level assessment of operational processes and ensuring the SIFE Project Development Process is designed for achievement of maximum impact.

Duties & Responsibilities

• Measure, manage, and monitor the effectiveness of the SIFE Project Development Process.
• Develop and maintain an effective system of proposal selection and development.
• Work with the Director of Member Development to support personnel needs in projects and programs.
• Assist in the development of training materials and experiences to support member competency and skill as related to team operations.
• Assess and improve the member experience from contact to active membership.
• Work with the Director of Communications to develop and maintain a network of mentors, partners, and experts to support projects, programs, and categories.
• Identify operational challenges and growth areas for targeted development.
• Develop strategies to support the efforts of operations-based leaders in the team.
• Mentor operations-based leaders in the team.
• Develop and implement strategies to ensure sustainability of external operations, including dealing with high member turnover.

Desired Skills & Experience

• Experience in leading and working in teams.
• Strong oral and writing communication skills.
• Strong analytical ability.
• Excellent organizational and multi-tasking skills.
• Must work well under time constraints.
• Strategic planning and process-development experience.
• Ability to exercise considerable judgment and critical thinking.
Applying for this Position:

All applicants must meet minimum qualifications for a student leadership position at La Sierra University in accordance with the student handbook. This includes a strict adherence to the drug and alcohol policy of the university and a demonstrated record of good citizenship. A minimum GPA of 2.75 is also required (3.0 recommended).

Qualified applicants will be invited to develop a short proposal and presentation regarding their qualification for and interest in the position and present the initial plans they intend to implement upon obtaining the position.

Click here to access the application form and begin the process.

Our Team:

The La Sierra University SIFE Team is one of over 1,500 teams in thirty-nine countries using the positive power of business to improve the quality of life and standard of living for people in need. Our team operates as a catalyst for sustainable development, ensuring that its transformative work can grow and continue in the future even without further SIFE involvement.

SIFE members from across the university work together, applying all that they learn in the classroom, and design projects to address some of the most difficult problems facing our world today. From transforming a shuttle bus into a mobile classroom, to providing displaced families with micro-loans and education to start new businesses, to using Bubble Wrap® to teach young students about ethics, we put our own education and creativity to work in creating value and making a difference.

Being a student is about more than paying tuition or enrolling in a course. To be a student is to prove the possible, to go out into the world as a catalyst for transformation. And when you see what just a few La Sierra University students can do, imagine what is possible for students all over the world!

What can a student do to change the world? We’re looking for student leaders who can show us the answer!