



POSITION ANNOUNCEMENT

FULL-TIME INTERNATIONAL STUDENT LIAISON WABASH VALLEY COLLEGE | ILLINOIS EASTERN COMMUNITY COLLEGES

DESCRIPTION: The International Student Liaison will serve as a liaison between international students, host families, and the community to ensure international students have a high-quality educational experience. The International Student Liaison's duties will require travel to other IECC campuses in addition to WVC.

QUALIFICATIONS: Associate degree or equivalent work experience preferred. Ability to work cooperatively with diverse faculty, staff, student populations, and host families. Excellent oral and written communication skills and ability to organize and prioritize work. Ability to interact effectively with faculty, staff, and applicants. Confidence in driving vehicles with 4-14 passengers. Knowledge of current computer programs.

WAGES & BENEFITS: Based upon \$16.88-\$19.42 per fiscal year; commensurate with education and experience. Benefits include, but are not limited to: medical, dental, and life insurance; paid sick leave, vacation, and personal days; and participation in State Universities Retirement System.

APPLICATIONS: Send a letter of interest, resume, IECC application forms (available on our website), and transcripts to iecchr@iecc.edu or mail to:

Illinois Eastern Community Colleges
Attn: Human Resources
233 East Chestnut Street
Olney, IL 62450

APPLICATION DEADLINE: Applications will be accepted until position is filled.

STARTING DATE: Pending approval by the Board of Trustees

Illinois Eastern Community Colleges is an institution of higher education comprised of Frontier Community College in Fairfield, Lincoln Trail College in Robinson, Olney Central College in Olney, and Wabash Valley College in Mt. Carmel. IECC is accredited by the Higher Learning Commission.

IECC complies with federal and state disability laws and makes reasonable accommodations for applicants and employees with disabilities. If a reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact Human Resources at (618) 395-5299 Extension 5522.

IECC's mission is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

EQUAL OPPORTUNITY EMPLOYER