



VERMONT STATE COLLEGES

Job Classification Description

STUDENT DEVELOPMENT COORDINATOR
VSC – UP PAT Bargaining Unit

GRADE 12
EXEMPT

- Experience in administering and assessing career inventories.
- Experience advising students.
- Knowledge of learning disabilities and experience in interpreting diagnostic tests and/or providing accommodations to students with learning disabilities.
- Excellent writing and communication skills.
- Knowledge of learning resources for students with disabilities.
- Ability to deal effectively with a wide range of college personnel as well as community service agencies and others outside the college.