

**Job Title: Vanderbilt Summer Academy (VSA) Summer Assistant Head of Student Support:
Day Lead**

Location: Nashville, TN

Type: Non-Residential

About Vanderbilt Summer Academy:

Housed within Programs for Talented Youth (PTY), a department within Peabody College, Vanderbilt Summer Academy (VSA) hosts around 500 academically gifted middle and high school students throughout 1, 2 or 3 week residential summer programs. VSA students join us from around the world to immerse themselves in academically accelerated coursework and a full pre-college residential experience.

Job Description:

Reporting to the Head of Student Support, the Vanderbilt Assistant Head of Student Support operates as Day Lead and takes full responsibility for the socio-emotional health of Vanderbilt Summer Academy residential staff and students. In working with the Head of Student Support, this position will be specifically responsible for nurturing and shaping a strong and welcoming environment in which the VSA students reside. This position will further liaise with the Assistant Head of Academics to support any social-emotional needs during VSA classes. This is a non-residential position that requires flexible weekend hours on Check-in/Check-out Days and during the 3 weekends of program operation. The typical daily schedule is 8am-5:00pm*

Perks:

Your summer includes:

- Making a difference through investing in the lives of gifted young scholars.
- Working at one of the most prestigious universities in the nation.
- Loving what you do while building your resume with leadership experience.
- Joining a team of dedicated staff who are passionate about developing talent in gifted students.
- Competitive compensation with meals provided during scheduled shifts.

Expectations:

Within their wide array of duties and responsibilities, the VSA Assistant Head of Student Support is expected to:

- Establish and communicate an environment of support to staff and students.
- Serve as a resource to students and teaching assistants who may need that extra level of guidance when dealing with a personal, roommate, or family issue or when struggling with a group dynamic.
- Facilitate communication across the program when student issues come to the surface, helping to bring necessary parties together in service of the student.
- Empower proctors and teaching assistants to engage with their students in respectful, meaningful, and thoughtful ways.
- Embody empathy and compassion in conversations with parents, students and staff

- Handle unexpected student issues, including but not limited to: student illness, behavior, violations of stated community code of conduct, etc.
- Be highly mature and able to assist with the management of a residential community of a summer academic program for teens.
- Engage willingly as a team player with humor, enthusiasm and a compassionate understanding of middle and high school students.
- Enthusiastically adapt and pivot as needed to ensure optimal, engaging, and safe student experiences.

Qualifications:

The ideal candidate will:

- Have residential life leadership and/or summer camp leadership experience at the secondary school or college level. (Candidates both internal and external to Vanderbilt are welcome to express interest.)
- Possess a master's degree or comparable formal training with graduate coursework in clinical psychology, social work, or counseling. Professional counseling experience is strongly preferred.
- Be present and available throughout VSA. (Academic classes, part-time jobs, and scheduled recreational commitments are not permitted during employment.)
- Work closely with other leadership team members to accomplish program goals and address problems in a timely manner.
- Serve as support, guide, and resource to proctors and office staff in all aspects of their multi-faceted roles.
- Exemplify VSA's purpose, identify and communicate the cornerstones of a respectful residential and academic community and serve as a role model for all staff and students.
- Uphold and enforce all program and University rules as outlined in staff and student handbooks.
- Thrive in a fast-paced, demanding work environment that requires continuing flexibility, a positive and caring attitude, and collaboration.

Program Dates and Times:

- Online Training
- Onsite Training: TBA*
- 3 Sessions operating June-July
 - Session I: June 7-12
 - Session II: June 14-26
 - Session III: July 6-25

More Information: [Vanderbilt Summer Academy](#)

Questions: Mark Shivers, mark.m.shivers@vanderbilt.edu

To Express Interest: [Click here to express interest](#) -
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