



# We're Hiring! PARENT & FAMILY PROGRAMS COORDINATOR

**Anticipated Monthly Salary Range: \$5,025 - \$5276**



The Parent and Family Program Coordinator leads the coordination of parent and family programming and provides support to the transition of first year students by leading the development of Parent/Family Orientation programs, Parent and Family Weekend, the SJSU Family Advisory Board and its committees and projects. The coordinator will also lead administrative components such as parent family newsletters, the parent portal, and parent and family webpages.

## New Student & Family Programs

### New Student Orientation

- Sparta Camp
  - 2-day overnight frosh orientation
- Spartan Experience for Transfers (SET)
  - Transfer Orientation

### Parent & Family Programs

- Parent & Family Orientation
  - Frosh, Transfer, Virtual
- Parent & Family Weekend
- SJSU Family Advisory Board
- Parent & Family Portal

### First-Year Engagement

- New Student Convocation
- FYE Programming
- FYE Student Mentors



**Scan the QR Code or Click Here to Apply**  
**Priority Deadline: May 12**

**SJSU** | NEW STUDENT AND FAMILY PROGRAMS

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