

## Position Announcement

March 4, 2013

**APPOINTMENT:** Beginning Fall 2013 Semester; semester-long internships available

**QUALIFICATIONS:** Current English, communication, journalism or broadcasting majors. Strong interviewing and writing skills needed. Must possess good interpersonal skills and have the ability to work with administrators, deans, faculty and staff at Western Illinois University. Strong knowledge of online social networks and blogs also needed.

**PREFERRED QUALIFICATIONS:** Knowledge of computer systems through courses at Western Illinois University.

**RESPONSIBILITIES:** The primary function of the RockeNetwork Communications Coordinator is to communicate information to WIU alumni via RockeNetwork and the WIU website. The coordinator(s) will work with campus administrators, deans and faculty under the advisement of Alumni Programs staff to develop and write blogs about the campus and then post them on RockeNetwork and the WIU website for alumni to read. You will also work with those administrators, deans and faculty to develop other means of communication with alumni via the Internet.

**REQUIREMENTS:** Must be a full-time student at Western Illinois University who can receive class credit. Must be able to work 8-9 hours a week.

**THE DEPARTMENT:** The Western Illinois University Alumni Association strives to develop and sustain a lifelong relationship with its students, alumni and friends in order to advance the University. The Alumni Association strives to fulfill five main program objectives which are to broaden the University's base of support, utilize alumni to assist the University, communicate effectively with alumni and friends, promote legislation to enhance the image of the institution, and to assist with fundraising and scholarship programs. Our ultimate objective is to make the hallmark of what we do exemplify quality, good taste, and demonstrate a sense of pride in our University.

**THE UNIVERSITY:** Recognized as a "Best Midwestern College" by the Princeton Review and one of 37 public universities ranked a top tier "Best Regional University" by U.S. News & World Report, Western Illinois University (WIU) serves nearly 13,000 students in the heart of the Midwest through its traditional residential campus in Macomb and its metropolitan, non-residential location in Moline, Illinois.

The WIU-Macomb and -Quad Cities campuses are comprised of accomplished faculty, state-of-the-art technology and facilities, and a wide range of academic and extracurricular opportunities. Western is a comprehensive university offering 64 undergraduate and 36 graduate degree programs, including a doctorate in education. With a student-to-faculty ratio of 16:1, the University's 615 full-time faculty members teach 94 percent of all undergraduate and graduate courses, in addition to 10 pre-professional degree programs and 16 certificate programs.

Western offers a broad-based athletics program, sponsoring 20 NCAA Division I intercollegiate varsity sports. Football competes in the NCAA Division I Football Championship Subdivision through the Missouri Valley Football Conference; all other varsity sports compete at the Division I level through The Summit League. WIU is the cultural center of the region. University Libraries house an extensive collection and offer online database access to thousands of academic periodic journals and publications.

WIU-Macomb, IL: A traditional, residential four-year campus with select graduate programs, WIU-Macomb is located in the heart of west central Illinois in Macomb (population 20,000). Macomb is an Amtrak city with twice-daily service to Chicago. Macomb is located approximately 75 miles from the Quad Cities International Airport (Moline, IL) and 70 miles from the Greater Peoria Regional Airport (Peoria, IL).

WIU-Quad Cities: The only public university in the Quad Cities area, WIU-QC offers select undergraduate and graduate programs, including a doctorate in education, at its metropolitan, non-residential campuses in Moline, IL (population 44,000). The Quad Cities (population 376,000) rests on the banks of the Mississippi River and is comprised of Moline and Rock Island in western Illinois and Davenport and Bettendorf in eastern Iowa. The Quad Cities is home to the Quad Cities International Airport.

Western Illinois University is an Affirmative Action/Equal Opportunity employer and has a strong institutional commitment to diversity. WIU has a non-discrimination policy that includes sex, race, color, sexual orientation, gender identity and gender expression, religion, age, marital status, national origin, disability, or veteran status.

WIU is accredited by the Higher Learning Commission and is a member of the North Central Association.

**APPLICATION:** Please submit a letter of application, resume, writing samples and three current references with phone numbers and titles. Reply to: Amanda Shoemaker, Associate Alumni Director, Alumni House, Western Illinois University; 1 University Circle; Macomb, IL 61455-1390.

**APPLICATION DEADLINE:** MONDAY, APRIL 29, 2013, but early applications are appreciated