



# LSU

## SEARCH PROFILE

Career Coach - Generalist  
Career Coach - College of Engineering

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## A MESSAGE FROM THE VICE PRESIDENT FOR STUDENT AFFAIRS

Dear Candidate,

At LSU, we work diligently to create the conditions that make a difference both in the lives of students and for the state of Louisiana. Regardless of the unit, the DNA of student affairs work at LSU is predicated on three priorities. Foremost, we maintain a **commitment to quality** which is rooted in the belief that LSU students deserve our best effort. Every interaction we have with students should communicate care, relevance, polish, and attention to detail. We work to ensure every space, place, and staff-to-student interaction **communicates a sense of home to students**. Finally, we design programs, services, events, and experiences with **everyone in mind**. Yes, this is a lofty undertaking, but something our students deserve!

I chose to move myself and my family to LSU because I believed in the potential of LSU and felt our division’s priorities aligned with my professional beliefs. Today, even more than when I first arrived, LSU’s greatest success lie ahead, and I am confident our division will help play a significant role in this process!

The LSU Olinde Career Center plays a meaningful role in ensuring these priorities shape the experience toward post-graduation success for all students. To accomplish this work, the team is focused on improving the career outcomes of all students by expanding opportunities available to them and providing innovative ways for employers to connect with Tiger talent.

In our search for Career Coaches, we seek to provide a value-added experience for you. To that end, leadership opportunities for this role are designed to address institutional and divisional needs and clearly define essential skills for this key team member.

We are looking for an optimistic colleagues who are invigorated by solving problems and overcoming challenges and who believes deeply in the transformational potential of public higher education to change lives and improve communities. If this is the work that interests you, we hope you will consider learning more about the Career Coach positions at LSU.

Thank you, and Geaux Tigers!



Brandon Common  
Vice President for Student Affairs



*Brandon Common*  
Vice President for Student Affairs



## OVERVIEW OF LSU AND THE FLAGSHIP CAMPUS

LSU's flagship campus, located in the state capital of Baton Rouge, is Louisiana's premier public institution. It is a land-, sea-, and space-grant institution enrolling some 32,000 students studying in nearly 200 bachelor's, master's, doctoral, and specialist programs. The flagship campus includes the Paul M. Hebert Law Center and the state's only School of Veterinary Medicine. There are more than 5,000 employees with a budget of more than \$1 billion on the flagship campus.

LSU sits on more than 2,000 acres of lush landscaping along the Mississippi River. The campus, widely considered to be one of the most beautiful in the country, is known for its Italian Renaissance-style architecture, tranquil lakes, and majestic live oak trees that are valued at approximately \$45 million.

The recently renovated and expanded Patrick F. Taylor Hall is now the largest academic building in Louisiana and one of the largest freestanding academic engineering buildings in the nation. The Business Education Complex, the Manship School of Mass Communication, and the LSU Union are other noteworthy buildings. LSU's Tiger Stadium, well-known by college sports fans, is one of the largest college football stadiums in the nation. Known as Death Valley, the stadium has a reputation for being one of the loudest in the NCAA, and LSU is famous for its spirited tailgating atmosphere.

Over the past 20 years, LSU has consistently produced finalists and winners of the Rhodes, Truman, Goldwater, and Udall Scholarships. Several of LSU's programs are ranked top in the nation, including the Robert Reich School of Landscape Architecture in the College of Art & Design and the Internal Auditing program in the E. J. Ourso College of Business, which is internationally known as one of the top such programs in the world. LSU faculty and students contributed to the 2017 Nobel Prize in Physics with the discovery of gravitational waves, which were predicted by Einstein but not previously recorded. And Forbes recently recognized LSU among the top 20 universities in the country that dominate in both academics and athletics.





## COMMUNITY COMMITMENT

LSU believes that engagement is essential for creating a vibrant and enriching university experience. We strive to provide equal opportunities for students, faculty, and staff, ensuring that everyone has the chance to thrive and succeed. Our commitment extends to creating a safe and accessible campus, where individuals can feel secure and supported in their pursuit of knowledge and personal growth. Above all, we prioritize excellence in all aspects of our work, aiming to uphold the highest standards of education, research, and service. Learn more about the [Division of Engagement, Civil Rights, & Title IX](#).

## LSU IS AN EQUAL OPPORTUNITY EMPLOYER

LSU is an Equal Opportunity Employer. View [PS-01 Equal Opportunity Policy](#) for more information.

## EMPLOYEE BENEFITS

LSU offers outstanding benefits to eligible employees and their dependents including health, life, dental, and vision insurance; flexible spending accounts; retirement options; various leave options; paid holidays; wellness benefits; tuition exemption for qualified positions; training and development opportunities; employee discounts; and more.

See more about LSU Employee Benefits: <https://www.lsu.edu/hrm/benefits/index.php>

### WE'VE GOT IMPORTANT WORK TO DO

**4,000+**

annual appointments on career-related topics

**304**

of Fortune 500 employers are connected to LSU in Handshake

**62.5%**

of undergraduate students have activated profiles in Handshake

## WELCOME TO BATON ROUGE

Louisiana has arguably **the most colorful history and fascinating culture of any state in the nation**. Baton Rouge, French for “Red Stick,” is the capital city of Louisiana. Situated on the banks of the Mississippi River, it represents the best of Louisiana’s vibrant culture. **Just minutes from LSU, downtown Baton Rouge is a hot spot** where you can attend an art exhibition or concert or watch the sun set over the Mississippi River.

Over the last several years, the Baton Rouge area has enjoyed an unprecedented economic expansion—offering employment opportunities in diverse industry sectors.

### Why Baton Rouge?

Baton Rouge is a **cultural crossroads** between the Cajun heartland of Lafayette (located about 55 miles southwest) and the birthplace of jazz and home of **Mardi Gras**, New Orleans (located about 80 miles to the southeast). **Housing options in Baton Rouge are diverse** and include historic neighborhoods like Spanish Town and the Garden District, river front apartments and chic, loft-style condos like the Commerce Building, cozy family neighborhoods, and sprawling mansions.

Our city boasts **award-winning public and private school options**; more than **900 restaurants**; **live concerts** ranging from home-grown favorites to superstars like Kenny Chesney and James Taylor; a **world-leading medical research center**; a variety of **museums**, including one that houses a 65-million-year-old triceratops skull and a 5,000-year-old mummy; a nationally recognized, award-winning **public library system**; more than **180 parks** across the region; and much more. No matter your age or interest, the Baton Rouge Area is a great place to call home.



Downtown Baton Rouge has numerous leisure, culinary, and cultural activities in which to participate.



Louisiana’s wildlife and nature is unrivaled in beauty.



### ABOUT THE LSU OLINDE CAREER CENTER

Our team assists students and alumni in choosing careers, obtaining career-related work experiences, developing job search skills, and securing employment or admission to graduate or professional school. In addition to major and career coaching, our office houses student employment, and student financial management services focused on budgeting and managing debt. In each of these areas, our work is guided by three priorities: mattering and belonging, inclusion and access, and quality. These priorities inspire our work toward improving the career outcomes of historically underrepresented students, building a career ecosystem that integrates career development throughout the student experience, and facilitating a completely virtual career preparation experience that rivals in-person services.

### ABOUT THE DIVISION OF STUDENT AFFAIRS PRIORITIES

Three priorities guide our work in the Division of Student Affairs. Foremost, we maintain a commitment to quality which is rooted in the belief that LSU students deserve our best effort. Every interaction we have with students should communicate care, relevance, polish, and attention to detail. We work to ensure every space, place, and staff-to-student interaction communicates a sense of home to students. Finally, we design programs, services, events, and experiences with everyone in mind.



### CAREER COACH OVERVIEW

Reporting to a Manager for Student Services this position serves as a member of the student support team for the LSU Olinde Career Center: Provides career coaching to students and alumni; empowers students to explore their major and careers, understand themselves and gain experience to complement their academic careers and achieve their post-graduation definition of success. Expands career ecosystem on campus by building professional relationships with faculty and campus partners; providing resources and support to integrate Ready to Roar framework into all aspects of the LSU student experience.

The Career Coach for the College of Engineering focuses on efforts within the senior college and provides career coaching primarily to Engineering students.

### GENERAL RESPONSIBILITIES FOR CAREER COACHES INCLUDE:

- Provides guidance, coaching and support to students throughout their career development process; including major/career exploration; experience building; and professional transition.
- Designs and implements programmatic efforts to scale career readiness services and resources.
- Liaises with faculty, campus partners, departments, and employers to promote career development and advance the Ready to Roar career readiness proficiencies.

### ATTRIBUTES OF A SUCCESSFUL CANDIDATE:

- Unequivocally student-centered in every aspect of decision-making. Is student-oriented even when it requires creativity or challenging the status quo.
- Ability to build and maintain professional relationships of trust and support with colleagues across the campus community.
- Committed to innovation, creativity, and outside-the-box thinking while being dedicated to high-quality work, professionalism, and results. Strives to be better tomorrow than they were yesterday.
- Effective communicator who has a genuine sense of respect and appreciation for the diverse community we serve.
- Skilled project manager who can plan, organize, and coordinate multiple projects simultaneously.
- Active learner who is in constant pursuit of building knowledge from known experts to best meet the needs of students.
- Ability to demonstrate effective customer service skills: kind, helpful, and easy to work with.

## OPPORTUNITIES FOR IMPACT

### Expand a Culture of Career Readiness within Key Campus Units

Career Coaches act as ambassadors of career readiness across LSU’s campus. By building intentional partnerships with faculty, academic advisors, student organizations, and support offices, Coaches can embed the Ready to Roar framework into coursework and co-curricular activities. This integration ensures students begin thinking about their long-term goals early and see career readiness as an essential part of their academic journey, not just a “senior year” task. Coaches can also support faculty by providing career-related classroom content, co-developing assignments, and serving as thought partners in aligning academic learning with professional competencies.

### Promote and Track Experiential Education

Experiential education is essential to preparing students for their careers, and the Career Center has a unique opportunity to contribute to the university’s goal of understanding how many students participate in these experiences. The Career Coach is especially well-positioned not only to encourage students to pursue meaningful opportunities that complement their academic studies, but also to help identify effective ways of gathering this information from students to ensure their impact is recognized.

### Empower Students in their Personal Definition of Success

Every LSU student has a unique vision of success after graduation, whether that involves graduate school, entering the workforce, or pursuing entrepreneurial ventures. Career Coaches play a pivotal role in helping students clarify their values, strengths, and goals while providing the tools and encouragement needed to pursue them. By equipping students with self-awareness and practical strategies, Coaches empower them to take ownership of their career journey and to graduate not just with a degree, but with a plan.

### Expand Employer Engagement within the Student Experience

Understanding the world of work is integral to a student’s career preparation, the Career Coach will have the opportunity to develop unique programs to support student learning and connect students with employers from varied industries and companies. By fostering these relationships, Coaches contribute to a stronger, more vibrant career ecosystem where students can access industry insights, expand their professional networks, and gain opportunities that align with their aspirations.



A Career Coach meets with a student outside of the LSU Student Union.



A team of 21 student employees support the LSU Olinde Career Center in operations, communications, and student services roles.

## RESPONSIBILITIES

### Career Coaching and Programming (45%)

- Coach undergraduate and graduate students, along with alumni, individually on holistic career development topics, providing front line advocacy and support.
- Translate department efforts, initiatives, and goals to students through interactions at programs, services, events and experiences.
- Design and implement programmatic efforts to scale career readiness services and resources.

### Career Ecosystem Building (40%)

- Expand a culture of career within the LSU community, propagating the importance of career exploration, gaining work experience that complements academic majors, and preparing for a transition to life after college (employment or graduate study).
- Liaise with faculty, campus partners, departments, and employers to promote career development and advance the Ready to Roar career readiness proficiencies.
- Collaborate with faculty champions to embed career readiness activities into their courses

### Quality Control (10%)

- Ensure every aspect of programmatic outputs including administrative tasks, implementation, and overall design exudes a high degree of quality.
- Embrace and execute the marginal gains approach and seeks to improve level of all services, events, programs, and experiences in the department for continuous improvement every academic year.

### Other Duties as Assigned (5%)

- Engage in continuous development through participation in campus, local, regional, and national professional organization opportunities.
- Contribute to the success of Divisional goals and events. This includes but is not limited to: efforts that support broad division/institution efforts such as Move-In Day, Welcome Week, Family Weekend, Disability Services Finals Testing, other special projects, etc.

## MINIMUM QUALIFICATIONS

- Bachelor's Degree
- Minimum of one year of professional work experience.

## DESIRED QUALIFICATIONS

- Master's Degree in higher education administration, college student development, college student personnel administration, or a closely related field
- Experience working in a university career services office

### SPECIAL REQUIREMENTS/EXPECTATIONS

As with all LSU employees, due to this position title and/ or responsibilities, this position has an obligation to assist students in the acquisition of necessary services. Should a student appear in need of or seek assistance with issues of an emotional, behavioral, or mental health related matter they should be referred to the proper service within the Student Health Center. In situations where the student creates an impression that they are a danger to themselves or others, the advisor should immediately contact the Care Team, the Dean of Students or the appropriate law enforcement agency. The employee outside of those rights contained within FERPA should create no impression of client or patient confidentiality.

### APPLICATIONS

Applications will be accepted online on the LSU Careers website. The search committee will begin reviewing applications immediately and continue to accept applications and nominations until the position is filled. However, in order to assure the fullest consideration, candidates are encouraged to have complete applications submitted by **October 23, 2025**.

Requested application materials include a letter of interest; curriculum vitae or resume; and the names, telephone numbers, and e-mail addresses of at least three professional references. Salary will be competitive and commensurate with qualifications. An offer of employment is contingent on a satisfactory pre-employment background check.

#### Career Coach - Generalist:

<https://bit.ly/4h8VWd8>

#### Career Coach - College of Engineering:

<https://bit.ly/3VY3ohh>

Internal applicants should apply through their Workday profile.

### CONTACT INFORMATION

#### Jessica Glasgow

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Students attend School Professionals Networking Day, one of many tailored recruiting events hosted by the LSU Olinde Career Center.



An employer and student connect at the Career Expo, an annual event attracting 200+ employers and 1,500+ students.