

JOB TITLES FOR NEW, ENTRY-LEVEL STAFF POSITIONS IN STUDENT AFFAIRS

<u>Area</u>	<u>Job Title</u>	<u>Education</u>
Counseling Center	Counselor	Master's degree in Counseling, Social Work, Applied Psychology, or equivalent
Financial Aid ¹	PA1	Bachelor's degree in appropriate discipline, such as Human Services, Education, Business, Psychology, Communications, etc.)
Admissions ¹	PA1 or Counselor	<u>For PA1</u> – Bachelor's degree in appropriate discipline, such as Human Services, Education, Business, Psychology, Communications, etc. (note: for staff focused on recruitment and processing students) <u>For Counselor</u> – Master's degree in Counseling or equivalent (note: for staff who assist prospective students with career-decision making)
Disability Services	Specialist	Master's degree in Special Education or equivalent
Career Services	Counselor or Specialist	<u>For Counselor</u> – Master's degree in Counseling or equivalent (note: for staff who provide career counseling services) <u>For Specialist</u> – Master's degree in College Student Personnel, Human Resources, or equivalent (note: for staff focused on career planning, job readiness, co-op/internship coordination, etc.)
Student Activities	Specialist	Master's degree in College Student Personnel, Higher Education, or equivalent

Approved, December 11, 2002
President's Cabinet

¹ Note: In special circumstances, a Specialist rather than a PA1 may be needed in Admissions and Financial Aid (e.g., limited on-site supervision, more complex responsibilities, significant coordination responsibilities, etc.)