



The Role of The Coordinator

Workshop Description:

Successful programs thrive with successful academic leadership. Many colleges assign a professor to a special non-supervisory leadership role called “coordinator.” This person’s task is to support student success by completing departmental work and providing effective communication with students, colleagues and college management. Participants will engage in a round table discussion of many aspects, rewards and complexities of coordinating a program, as well as the challenges coordinators face as they develop, organize, monitor, market, and administer their programs.

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Resources:

Guidelines for the Coordinator Role, Lambton College
Position Description for the Coordinator Role, Lambton College
Statement of Coordinator Principles, Niagara College
Program Coordinator Role Description, Niagara College
Handout- Coordinator Checklist