

Director of Planning and Governmental Relations Job Posting

Serves as the Title III and Title IV Programs Coordinator and its chief governmental relations officer. Supervises and coordinates the development of proposals, reports, plans of operation, and budgets. Maintains records of all governmental grant funds projected, received and expended. Directs and coordinates the design and implementation of a long-range planning and evaluation system. Oversees institutional research and the distribution of statistical reports.

Master's Degree preferred and 3-5 years of experience in higher education grants coordination and campus-wide programming. Excellent written and oral communication skills, interpersonal and organizational skills, and problem-solving skills.

Please submit resume, three letters of reference and transcripts to the Office of Human Resources at Morris College, 100 West College Street, Sumter, SC 29150 or electronically to alawson@morris.edu.