

1-19-2022

## Tiger Daily: January 19, 2022

Fort Hays State University

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**From:** Tiger Daily  
**Sent:** Wednesday, January 19, 2022 10:01 AM  
**To:** Tiger Daily <TigerDaily@fhsu.edu>  
**Subject:** Tiger Daily [January 19, 2022]



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## ANNOUNCEMENTS

### COVID-19 Updates

The [COVID-19 Response website](#) is where we post the latest information about the pandemic, including a new COVID-19 Dashboard that is updated every Tuesday.

### Calendar: Upcoming Professional Development Opportunities

Check out upcoming professional development opportunities! The TILT TigerLearn event calendar is your go-to for professional development at FHSU! Check it out here: <http://tigerlearn.fhsu.edu/events/>.

To provide faculty and staff with one easy place to see all professional development at FHSU, we're happy to include your event on the TigerLearn calendar. We can include links to your registration site, contact persons for questions, etc. Just contact [TILT-FacultyDev@fhsu.edu](mailto:TILT-FacultyDev@fhsu.edu), and we'll add your event right away!

### Yoga and Mindfulness – New Location!

**Yoga on the Lawn**, now **Yoga and Mindfulness**, hosted by Health and Wellness Services (formerly the Kelly Center) and the Tiger Fitness Center (formerly the Wellness Center) will now be held indoors.

Please join us for a restorative yoga session **in the Dance Room in Cunningham Hall** each Tuesday evening from 5:30-6:30pm. You may bring your own yoga mat or we'll have some for you to use. A free FHSU yoga mat or \$5 Starbucks gift card will be available to attendees who complete our survey!

## Campus Directory Spring 2022 – Updates Needed

As promised, our Directory workgroup would like to provide the most up-to date information. We are needing your updates for the Spring 2022 semester.

**Action items:** Review all 3 areas of the Fall 2022 Paper Directory or PDF version – 1) Office Listings 2) Faculty & Staff Listings 3) Departmental Listings

**If you have ANY updates or changes to these sections, please email the information to [directory@fhsu.edu](mailto:directory@fhsu.edu). **DEADLINE is Friday January 21, 2022.**** We will create a NEW PDF version that users may download and print for their use.

More user-friendly updates have been made to our [online directory](#); this university webpage is now maintained by TigerTech. Please view the additional tabs of information and email all corrections to [directory@fhsu.edu](mailto:directory@fhsu.edu).

## Spring Break Service Trip Opportunity

During Spring Break, Tigers in Service is hosting an Alternative Spring Break Service Trip! From March 13-17<sup>th</sup>, we will be in Springfield, MO to partner up with Convoy of Hope and their Field Team crew. We will be doing a variety of services such as some light construction/community-connected work in nearby communities. To support costs for Convoy of Hope, there is a modest deposit fee for each individual. Please contact Quinn Munk at [qnmunk@mail.fhsu.edu](mailto:qnmunk@mail.fhsu.edu) for more information regarding finances and trip details. Deadline to sign up is February 13, 2022.

## Nominate an Alum or Friend Worthy of an Alumni Award

The Alumni Association is accepting nominations for the 2022 Alumni Awards. The awards honor outstanding graduates and friends of the University in the following categories: Alumni Achievement Award, Distinguished Service Award, Nita M. Landrum Award and the Young Alumni Award. Nomination deadline is Sunday, February 6. View past recipients and make a nomination at <http://fhsuhomecoming.com/awards/nominations/>

## Call For Chapters: Implementing Diversity, Equity, Inclusion, and Belonging in Educational Management Practices

You are invited to submit a chapter for consideration to the forthcoming publication entitled, Implementing Diversity, Equity, Inclusion, and Belonging in Educational Management Practices, published by IGI Global. Please visit <https://lnkd.in/dpphywTF> for more details regarding the publication. To submit your (7000-10,000 word) chapter here, please visit: <https://lnkd.in/d6T43j-k>. You can also find detailed manuscript formatting and submission guidelines at <https://lnkd.in/dAKvbTt3>. Questions can be directed to Dr. Abeni El-Amin, Assistant Professor, Robbins College of Business and Entrepreneurship, Fort Hays State University, [aelamin@fhsu.edu](mailto:aelamin@fhsu.edu). **The deadline for submission is February 27, 2022.**

## Torch and Lighthouse Award Nominations are OPEN – Recognize an Outstanding Senior and Graduate Student

Torch and Lighthouse Award Nominations are OPEN – Recognize an Outstanding FHSU Senior and/or Graduate Student

The Torch Award honors a graduating senior by recognizing academic excellence as well as active service to student, civic, or professional organizations. You can nominate a graduating senior at <https://fhsualumni.com/awards/torch-award-nominations>

The Lighthouse Award recognizes an outstanding graduate student in the 2022 graduating class. You can nominate a graduate student at <https://fhsualumni.com/awards/lighthouse-award-nominations>

### **Zumba/Dance Fitness Returns This Semester!**

Zumba/dance fit returns this semester every Wednesday at 5:30-6:20pm in the dance studio of Cunningham Hall. Classes begin on Jan. 19<sup>th</sup>. All faculty, staff and students are welcome. Class is easily adaptable for any fitness level. Various music and dance styles are incorporated into every session including western, cumbia, salsa etc. Supportive athletic shoes are recommended.

### **Allied Health Department Seeks Obstetrical Models for Student Training from Campus Community and Hays Community**

The Allied Health Ultrasound program is seeking **expecting mothers** from the FHSU faculty, staff, or student population as well as from the community willing to serve as a scan model for training ultrasound students. Each ultrasound scan is supervised by a certified sonographer that works with the students to learn the proper mechanics of ultrasound scanning. Each scan will take about one hour. There is no charge. There is no official report reading from a physician generated. Requirements to volunteer, is that the expecting mother is between 20 and 40 weeks at their scheduled scan time, the mother cannot be considered to be in a high risk pregnancy, and must visit with their physician to ensure they know you are volunteering for this service. Ultrasound appointments will be set up for Tuesday early afternoons or Wednesday mornings. Appointment times will begin at the end of January and run through the end of April. With COVID precautions, patients and their guests will be asked to wear masks as will the students and faculty during the scan.

For those interested or if you know someone who might be interested, please contact Jennifer Wagner at [jrwagner@fhsu.edu](mailto:jrwagner@fhsu.edu) for more information.

### **The 2021-2022 Staff Development Fund Application Deadline is February 1, 2022**

Applications need to be submitted electronically and progress through the approval process (applicant, chair/supervisor, and dean/vice president) by the deadline date. When submitting your application, please be aware of earlier department/college deadlines as well. The Staff Development Application is now located on Workday Workflow/Purchasing/Staff Development Application Form.

Final deadline is May 1, 2022

Please read the Staff Guidelines prior to completing the Application Form. Additional information can be found on our web site: <https://fhsu.edu/president/strategicplan/untapped-potential/goals>

If you have any questions or would like assistance accessing the application on your Workspace and/or completing the Application Form, please feel free to contact me by phone at 4251. Thank you!

## Staff Development Committee

Kathy Herrman  
David Storer  
Robert Duffy  
Kristin Wolf  
Donna Augustine  
Will Stutterheim

## Submit Abstracts for 2022 Kansas Undergraduate Research Days (Deadline January 19<sup>th</sup>, 2022) \*Deadline Approaching

The **2022 Kansas Undergraduate Research Days will take place on March 1<sup>st</sup> – 3<sup>rd</sup>, 2022**. This event typically is hosted at the Capitol in Topeka; however, this year the event will take place in virtual format. This event will showcase the work of up to 40 Kansas undergraduate students representing each of the state's eight public 4-year institutions. The purpose is to demonstrate the unique opportunities undergraduate students have to participate with faculty members in research at all state institutions. This event also will emphasize higher education's role in developing educated citizens and preparing a workforce with the necessary skills to further the economic growth of the state.

Fort Hays State University may select up to 5 undergraduate students to represent our institution at this event. **The deadline to submit a 250-word abstract for review is January 19<sup>th</sup>, 2022.** Please see the link below for more information and to submit an abstract.

<https://fhsu.infoready4.com/#competitionDetail/1856882>

Questions? Please contact [ure@fhsu.edu](mailto:ure@fhsu.edu)

## Free Dental Clinic!

The Kansas Dental Charitable Foundation is pleased to announce the Kansas Mission of Mercy (KMOM) **free dental clinic scheduled for March 25-26, 2022 at the Ellis County Fairgrounds** in Hays. Services provided include cleanings, fillings, and extractions. Services are provided on a first come, first served basis and all patients must be able to wait in line - no appointments (exceptions are made for children). The clinic opens at 5:30 AM on both Friday and Saturday.

Please contact Jess Albin at Health and Wellness Services ([jkalbin@fhsu.edu](mailto:jkalbin@fhsu.edu)) with any questions and be sure to learn more important information at <http://www.ksdentalfoundation.org/patients/>

## University Photo - February Studio Dates

University Relations and Marketing will be offering open studio times for those faculty, staff, and student employees who have not yet had a university photo taken or need an updated picture. Upcoming dates are February 21<sup>st</sup> & 22<sup>nd</sup>.

Sign up for your photo time through the Google form below:

Where: Hammond Hall 114

When: <https://forms.gle/Nna8mA6fiMWGd2zDA>

Questions? Please email Trever Rohn.

## Faculty Development Funding

The next 2021-22 deadline **with chair and dean electronic approval** is February 1.

- Development opportunities beyond travel are always encouraged, including virtual conferences/workshops/courses, software, reading materials for your teaching and/or research, equipment for teaching and/or research, etc.
- All types of faculty are eligible and encouraged to apply including adjunct (see [guidelines, Procedures #3](#)), non-tenure track, tenure track, tenured, program specialists, and faculty teaching at our partner institutions.
- **Complete** and **detailed** application responses assist committee review and probability of full funding (within limit).
- Applications **completing chair and dean electronic approval no later than February 1** will be considered in this cycle. Verify **earlier department/college deadlines** with your chair and dean.

Read all [instructions](#) and [guidelines/criteria/procedures](#) *before* completing the Workday Workflow [application form](#) (TigerNet ID required, use Chrome browser).

**RECOMMENDED** - Track your application's electronic progress after submission by returning to [Academic Affairs Workflows](#).

The last 2021-2022 application due date will be *April 1, 2022*.

If you have questions or would like assistance accessing and/or completing the FDF form, contact Janet Kohl at [jakohl2@fhsu.edu](mailto:jakohl2@fhsu.edu) or by phone, 4207.

## Hispanic Film Festival Dates Spring 2022

Please wear a mask inside AH 169 at all times!

Monday February 14 at 6:00pm in AH 169

Monday February 28 at 6:00pm in AH 169

Monday March 28 at 6:00pm in AH 169

Monday April 25 at 6:00pm in AH 169

*Sponsored by the Modern Languages Department*

## Hispanic Dance Sessions Spring 2022

Plan to stay for one hour and 25 minutes at least (warm up and cool down sessions). Our dance sessions are practical, hands-on-learning sessions, which teach dancing steps and dance choreographies using original music from the countries we are teaching about. We teach about the culture, context, and the rich diversity each dance and country provide. Through the dances and music, you will immerse yourself in a specific culture and learn about it. All dances we teach are connected somehow to Hispanic culture, and through Hispanic Dance Sessions, we aim to promote Hispanic culture and diversity at FHSU and in Hays, KS. Sessions will be taught live and will also be streamed live on ZOOM to make it accessible and inclusive to friends who cannot make it to the campus sessions. Please wait until we open the Zoom room for you.

Please wear a mask inside CH 122 at all times during the dance session!

<https://fhsu.zoom.us/j/97434239882?pwd=NGIwOFdSS0VPS2ZPdM56WUE2TlclUT09>

### Spring 2022 Schedule

Wed January 26 Flamenco & Castañuelas (Castanets) from 6:30 - 9:00pm in Cunningham Hall 122 (Dance Room) (Chita Espino)  
Wed Feb 2 Zambra from 6:30 - 9:00pm (Nichole English)  
Wed Feb 9 Ballet Exercise from 6:30 - 9:00pm (Sofi, Hannah)  
Wed Feb 16 Salsa from 6:30 - 9:00pm (Chita Espino)  
Wed Feb 23 Traditional Caribbean Dances from 6:30 - 9:00pm (Nichole English)  
Wed March 2 Lyrical Dance (Body Expression) & Introduction to Jazz from 6:30 - 9:00pm (Sofi, Hannah)  
Wed March 9 Flamenco & Castañuelas (Castanets) from 6:30 - 9:00pm (Chita Espino)  
Wed March 16 Spring Break (No dance session)  
Wed March 23 Caribbean Fusion Dances from 6:30 - 9:00pm (Nichole English)  
Wed March 30 Lyrical Dance (Body Expression) & Jazz from 6:30 - 9:00pm (Hannah, Sofi)  
Wed April 6 Zambra Fusion (Spanish & Arabic influences) from 6:30 - 9:00pm (Nichole English)  
Wed April 13 Salsa & Jota from Aragon (Spain) from 6:30 - 9:00pm (Chita Espino, Nicole English)  
Wed April 20 Jazz from 6:30 - 9:00pm (Hannah and Sofi)  
Wed April 27 Polynesian Dances (Traditional Hula) from 6:30 - 9:00pm (Nichole English)  
Wed May 4 (LAST SESSION) Special collaboration tonight from the Barn Hoppers Club. Learn some cool line dancing steps. Salsa Party from 6:30 - 9:00pm (Chita Espino and Nicole English)

*Sponsored by the Spanish Club, Modern Languages Department, and the collaboration of Sociology Department*

### **Forsyth Library Hours Spring 2022**

Forsyth Library will observe the following hours for the Spring 2022 Semester.

#### **Building Hours**

Mon-Thurs: 7:30am-Midnight  
Fri: 7:30am-6pm  
Sat: 10am-5pm  
Sun: Noon-Midnight

#### **Ask A Librarian Research Help**

Mon-Thurs: 8am-9pm  
Fri: 8am-4:30pm  
Sat: 10am-5pm  
Sun: Noon-9pm

For current hours and other library services, visit <https://fhsu.edu/library>.

### **Spring 2022 Academic Advising Certificates and Trainings**

The Academic Advising and Career Exploration Center offers certificates for academic advisors each semester. The schedule for this spring is available below. All sessions will be face-to-face.



If you have attended sessions in the past and need to know which sessions you have left to receive your certificate, please email your name and department to [advising@fhsu.edu](mailto:advising@fhsu.edu) for assistance.

**RSVP:** RSVPing is required to gain access to training sessions. Let us know if you are planning to attend by replying to [advising@fhsu.edu](mailto:advising@fhsu.edu). We will send you a calendar entry that you will need to “Accept and Send the Response Now”. This will allow us to prepare appropriately. We look forward to seeing you at our Zoom sessions.

#### **ADVISING TECHNOLOGY CERTIFICATE**

This certificate will provide academic advisors with information related to the primary technology applications utilized to support academic advising at FHSU. Participants must attend each session to receive the certificate. **Participants need to arrive promptly, be on camera for the duration of the training and engage appropriately for each session.** The following are the dates for this certificate.

Thursday, January 27, 2022, 3:30-4:30 PM *Using Technology in Advising: Advising Dashboard and Advising Notes*

Thursday, February 3, 2022, 3:30-4:30 PM *Using Technology in Advising: Transfer Credit*

Thursday, February 10, 2022, 3:30-4:30 PM *Using Technology in Advising: Tiger Early Alert*

Thursday, February 24, 2022, 3:30-4:30 PM *Using Technology in Advising: Academic History and Academic Plan*

Thursday, March 10, 2022, 3:30-4:30 PM *Using Technology in Advising: Academic Progress*

#### **CAREER ADVISING CERTIFICATE**

This is a great professional development opportunity for those interested in effectively providing career advising to their advisees, gaining an understanding of how the career exploration process works in ACE and the role of the UNIV 100: Major and Career Exploration course. Participants must attend each session to receive the certificate. **Participants need to arrive promptly, be on camera for the duration of the training and engage appropriately for each session.** The following are the dates for this certificate.

Tuesday, February 1, 2022, 12-1 PM *Career Advising: What is Career Advising?*

Tuesday, February 8, 2022, 12-1 PM *Career Advising: FHSUMajors.com – More than just an assessment*

Tuesday, February 15, 2021, 12-1 PM *Career Advising: Career Exploration – Finding the right fit*

Tuesday, February 22, 2022, 12-1 PM *Career Advising: Career Exploration – Confirming major selection*

#### **ADVISING SPECIAL POPULATIONS CERTIFICATE**

This certificate will provide information on working with the diverse needs of our students. Whether you are currently advising students in the population or not, you will gain information that can assist you. Participants must attend each session to receive the certificate. The following are the dates for the spring sessions.

Tuesday, March 1, 2022, 12-1 PM *Advising Special Populations: Transfer Students*

Tuesday, March 8, 2022, 12-1 PM *Advising Special Populations: International Students*

#### **NACADA Webinars**

The Academic Advising and Career Exploration Center and Office of Student Affairs will be hosting the following webinars from NACADA: The Global Community for Academic Advising.

Wednesday, February 2, 2022, 1-2 PM - **Bringing Cultural Humility to Academic Advising**

Tuesday, March 1, 2022, 1-2 PM - **It Takes a Village: The Role of Academic Advising & Support on HBCU Campuses**

Questions should be directed to [advising@fhsu.edu](mailto:advising@fhsu.edu).

**NOTICE: Annual Steam Shut Down May 16<sup>th</sup>-27<sup>th</sup>**

**Please mark on your calendar to avoid scheduling events that need steam for hot water and/or cooking these two weeks**

As in the past, “Annual Steam Shut Down Notice” (Two Weeks)

The Energy Division / Power Plant have planned a steam shut down for the two weeks of May 16 thru May 27, 2022.

**Steam Shut Down is always the two weeks following Commencement.**

This annual shutdown is needed for multiple repairs in the University’s steam and condensate distribution system, and is required for all annual cleaning, inspections and certifications of the Power Plant steam and condensate equipment.

Steam off to campus 8:00 PM Sunday night (5/15/2022)

If all goes well: Steam will be back on to campus on or before 5:00 PM Friday May 27<sup>th</sup>.

This is just a steam shutdown, that will affect only heating , domestic hot water and cooling if your building uses steam for that purpose. No other utility will be affected.

Buildings affected by this steam shut down:

Akers  
Albertson  
Center For Art & Design  
Cunningham  
Custer  
Fischli-Wills Center for Student Success  
Forsyth  
Gross  
Hammond  
Malloy  
Martin Allen  
McCartney  
McMindes  
Memorial Union  
Picken  
Rarick  
Sheridan  
Stroup  
Tomanek

*Thank you all for your cooperation.*

## FHSU Giving Day – Call for Projects

Could your organization, department, or team benefit from additional financial support? Your FHSU Foundation is looking for potential projects to highlight throughout the university's 2<sup>nd</sup> annual Giving Day, which will be held on April 21<sup>st</sup>. Ideal projects have goals ranging from \$250 up to \$5,000. Past projects have included student organizations raising funds for an on-campus event to an academic department wanting to start a new scholarship.

Submit your project via this [Google Form](#) by the **priority deadline of February 18** for the opportunity to be highlighted in our Giving Day marketing material!

For more information, email Ricardo Zamora, Director of Annual Giving, at [r\\_zamora@fhsu.edu](mailto:r_zamora@fhsu.edu)

## “Human Nature” On Display in Moss-Thorns Gallery of Art

Please come see the new exhibition “Human Nature” now on display at the Moss-Thorns Gallery of Art & Patricia A. Schmidt Gallery Lobby. This exhibition will run from January 24<sup>th</sup>-February 23<sup>rd</sup>, following our regular gallery hours of 9-4pm M-F.

## EVENTS

### Writing Circle

Friday, January 21; 4:00pm – 5:00pm

Forsyth Library, Room 210

Looking for a supportive, encouraging space for your writing projects? Join the Writing Circle every other Friday during the Spring 2022 semester. Bring your creative writing, poetry, fiction, creative non-fiction, and other works to share.

*The Writing Circle is sponsored by Forsyth Library and the Writing Center.*

### Science Café Presents: “Saving Bees by Killing Them!”

Monday, January 31<sup>st</sup>; 7:00pm

‘The Venue’ @ Thirsty’s, 2704 Vine Street, Hays, KS

The honey bee is a significant agricultural tool that is suffering from many factors that lead to colony collapse, and the overall death of arguably the world’s most important pollinator. This science café is outlining parasitisation of the honey bee, which is just one of the factors that may lead to colony collapse. Here we outline the research being done at FHSU into the mitigation of parasites, which starts with isolation and production of genetic “poisons.”

Presenter: Mr. James Balthazor PhD, Fort Hays State University, Associate Prof Chemistry, K-INBRE Campus Coordinator

Sponsored by Science and Mathematics Education Institute  
Free and open to public.

[www.fhsu.edu/smei](http://www.fhsu.edu/smei)

[www.twitter.com/FHSUScienceCafe](https://www.twitter.com/FHSUScienceCafe)

[www.facebook.com/FHSUScienceCafe](https://www.facebook.com/FHSUScienceCafe)

## **MDC Workshop - Women's Empowerment Series - Own Your Accomplishments: Know Your Worth!**

Tuesday, February 8<sup>th</sup>; 1:00pm – 2:30pm

Zoom (Virtual)

Price: \$65 (Hays Chamber & FHSU Alumni discount available)

As they say...the wheel that squeaks the loudest, is the one that gets the grease. You define your wheel (career/passion) and you define your grease (position/compensation/promotion). Join this session to learn how owning your accomplishments can empower your future.

Register at: <https://www.fhsu.edu/cob/mdc/workshops/womens-empowerment-series/own-your-accomplishments/>

## **EMPLOYMENT OPPORTUNITIES**

### **Chair – Department of Agriculture**

#### **Position Description:**

Fort Hays State University is seeking applicants for Chair of the Department of Agriculture at the Professor or Associate Professor rank. The position is a 12-month, tenure-track appointment. The successful candidate must have a distinguished record of teaching, research, and service with an understanding and appreciation for on-campus and online delivery systems. The Chair will also have excellent communication and organizational skills, value diversity, have demonstrated leadership abilities, and understand the needs of faculty, staff, and students.

FHSU and the Department of Agriculture are committed to building an environment that is inclusive and representative of our students and state, so we encourage women and members of underrepresented groups to apply.

For a full description and to apply, please visit <https://fhsu.wd1.myworkdayjobs.com/CAREERS>

### **Marketing Content Strategist – University Marketing**

#### **Position Description:**

This position is responsible for the planning, creating, editing, and publishing relevant content that informs, entertains, inspires, and engages prospective students for Fort Hays State University (FHSU). Researches and creates strategies and content consistent with the University's brand and promotes its mission, goals, and objectives. Must have advanced knowledge of various social media platforms, including but not limited to Facebook, Twitter, Instagram, and YouTube. Works with the University's Assistant Director of Digital Strategy and Marketing to align inbound content and paid digital strategies to drive traffic to the website and drive recruitment goals. Must have strong organizational skills and the ability to manage multiple projects, prioritize workload, and meet deadlines. The candidate must also possess strong verbal and written skills and good judgment, initiative, and resourcefulness. Effective when working independently and with a team. This position is an on-campus position located on the campus of Fort Hays State University in Hays, KS.

For a full description and to apply, please visit <https://fhsu.wd1.myworkdayjobs.com/CAREERS>

### **Assistant Director of Digital Strategy and Marketing**

#### **Position Description:**

This position is responsible for planning, developing, and implementing marketing strategies to reach the student enrollment and retention goals of Fort Hays State University (FHSU). Assess marketing opportunities and make recommendations for ways to maximize our reach and student conversion rates. Manage the assigned budget and report on results of digital marketing efforts. Works with the university's Director of Marketing to ensure digital campaigns and marketing strategies align with FHSU's goals for strategic enrollment growth and student retention. Must have strong organizational skills and the ability to manage multiple projects, prioritize workload, and meet deadlines. The candidate must also possess strong verbal and written skills and good judgment, initiative, and resourcefulness. Effective when working independently and with a team. This position is an on-campus position located on the campus of Fort Hays State University in Hays, KS.

For a full description and to apply, please visit <https://fhsu.wd1.myworkdayjobs.com/CAREERS>

## **Maintenance and Repair Technician – Gross Coliseum**

### **Position Description:**

Full-time Maintenance and Repair Technician position working at Gross Coliseum, Cunningham Hall, and the Lewis Field Facility. Regular hours are Monday – Friday from 6:00am to 2:30pm, with occasional weekend hours required.

This position manages the maintenance and upkeep needs of buildings, equipment, and other university property. Maintains custodial and electrical equipment. Assists with the set up and maintenance of facilities in order to host events and educational activities. A successful candidate should have the ability to multitask in a fast-paced environment.

### **Minimum Qualifications:**

This position requires a High School Diploma or equivalent. Must have one year of related experience.

### **Preferred Qualifications:**

- Knowledge of tools, materials, and methods used in general maintenance and repair work
- Experience in the operation and maintenance of custodial equipment
- Custodial experience
- Experience with power equipment/scissor lift
- Ability to organize and prioritize work

### **Application Deadline:**

Review of the applications will begin immediately and continue until the position is filled.

### **Salary:**

\$13.09 per hour

For a full description and to apply, please visit <https://fhsu.wd1.myworkdayjobs.com/CAREERS>

## **Administrative Specialist – Office of Technology Services**

### **Position Description:**

The Administrative Specialist reports to the Assistant VP of Technology Services and CIO and provides support for the Office of Technology Services. This position is responsible for implementing a variety of administrative duties to assist in the efficiency & overall performance of the department's

operations. These responsibilities include providing communication & clerical support, preparing correspondence, handling various departmental requests & tasks, providing purchasing support, making travel arrangements, and maintaining calendars & schedules. The role involves professional interaction with both internal and external individuals. Requires the ability to work independently, manage several tasks simultaneously, and utilize standard office tools and technology. Will supervise and provide leadership to student employees.

For a full description and to apply, please visit <https://fhsu.wd1.myworkdayjobs.com/CAREERS>

## **Administrative Specialist – Office of the Provost and Office of Institutional Effectiveness for Quality Improvement**

### **Position Description:**

The Administrative Specialist assists with administrative and secretarial duties within the [Office of the Provost](#) and [Institutional Effectiveness for Quality Improvement](#). This is full time position split between the two offices.

### **Minimum Qualifications:**

High School diploma or GED equivalency and two years of office experience or two years of post-secondary education.

### **Preferred Qualifications:**

- Three plus years of office experience
- Outstanding customer service skills
- Highly proficient with Microsoft Office suite (Outlook, Word, Excel, PowerPoint)
- Bachelor's degree
- Excellent written and oral communication skills
- Experience in data management
- Experience with Adobe Creative Cloud
- Experience with webpage management

For a full description and to apply, please visit <https://fhsu.wd1.myworkdayjobs.com/CAREERS>

## **Applications Developer II – Office of Technology Services**

### **Position Description:**

The Applications Developer II performs complex analysis, design, development, testing, and debugging of software ranging from operating system architecture integration and software design to assisting in the transition from a legacy database system to a university-wide cloud-based academic resource management system. Designs, codes, tests, deploys, and documents critical and complex application programs for computer systems. Establishes project standards and processes. Successful applicant will work well independently or within a team setting and own the projects being assigned, while demonstrating strong skills in object-oriented design, patterns, and programming. The applicant will need to be able to communicate clearly, concisely, and accurately to FHSU faculty, staff, and students.

For a full description and to apply, please visit <https://fhsu.wd1.myworkdayjobs.com/CAREERS>

## **Financial Aid Advisor – Office of Financial Aid**

**Position Description:** This position is responsible for supporting the Federal Workstudy and Kansas Career Workstudy programs, various federal and state grant programs, and other financial aid processes. The employee in this position reports to the Director of Financial Assistance. The successful candidate will be detail-oriented and accurate with the ability to work within a highly technical PC and mainframe based computing environment. They will also exhibit strong critical thinking, written and oral communication skills, be self-motivated and able to motivate others. Additionally, the candidate will demonstrate a willingness to contribute to a team-oriented environment. This position is an on-campus position located on the campus of Fort Hays State University in Hays, KS.

**Minimum Qualifications:**

- Bachelor's Degree
- One year of professional experience in a student affairs or student personnel setting

**Preferred Qualifications:**

- Master's Degree
- Experience working with financial aid
- Supervisory experience
- Experience working in a university setting
- Knowledge FERPA or other federal, state, and university regulations
- Experience working with PowerFAIDS
- Experience working with Workday

**Appointment Date:**

The start date will be determined after acceptance of an offer and successful completion of a background check.

**Application Deadline:**

Priority deadline January 31, 2022. Review of applications will begin after the priority deadline and continue until the position is filled.

For a full description and to apply, please visit <https://fhsu.wd1.myworkdayjobs.com/CAREERS>

## **Administrative Specialist – Admissions**

**Position Description:**

Work involves specialized and/or diverse administrative support work, and the responsibility of providing assistance to the Director of Admissions, Assistant Director of Financial Aid and other student affairs personnel. Position will utilize standard office tools and technology. Positions at this level will supervise and/or provide leadership to student employees. Positions at this level are also expected to demonstrate professionalism, maintain security and confidentiality of office documents, records, and information.

**Minimum Qualifications:**

High School diploma or GED equivalency and two years of office experience or two years of post-secondary education.

**Preferred Qualifications:**

Bachelor's degree, two or more years of office experience, excellent organizational, communication and writing skills. Experience with recruitment and/or admissions processes as well as student database management skills. Demonstrated ability to use Microsoft Office Suite (Outlook, Word, Excel, PowerPoint)



**Application Deadline:**

Screening of applications will begin immediately and continue until the position is filled.

**Salary:**

\$15.06 per hour plus benefits

For a full description and to apply, please visit <https://fhsu.wd1.myworkdayjobs.com/CAREERS>

**SHARE WITH STUDENTS****Student Employment Opportunities – Student Information Processing**

Do you know a student who would want to be part of a fun & energetic team? The Admissions Office is looking to fill work study Student Information Processing positions.

**Position Duties & Responsibilities:**

Escort students to departmental visits (academic, athletic, etc.). Duties include word processing, typing, filing, answering phone, and other office duties.

**Skills Required:**

Above average communication skills, word processing, typing, filing, people person who is dependable and punctual. Strong attention to detail. Good phone etiquette and ability to multi-task. Be able to work in a fast-paced, busy office environment. Successful candidate will have consented to and successfully completed a criminal background and/or FHSU check.

To apply, please send a cover letter, resume, and references to [bmwerth@fhsu.edu](mailto:bmwerth@fhsu.edu)

**Student Employment Opportunities – Memorial Union**

The Memorial Union is currently taking applications for student building manager and custodial/set-up positions. We are primarily looking to fill evening and weekend hours.

To apply, please login to your Workday account, search “student jobs” and click on “find student jobs”. Apply by clicking the Memorial Union Student Building Manager OR Student Custodial/Setup link.

**Student Employment Opportunities – Residential Life**

Residential Life is looking for student employees to fill positions this spring.

Residential Life Student Custodians are expected to:

- Work up to 20 hours per week, flexible hours that work around your class schedule
- Assist with various duties include cleaning entrance doors & glass, vacuuming carpet, sweeping & mopping stairwells/floors, emptying trash receptacles, operating floor scrubbing machines
- Students are NOT asked to clean toilets or showers during the school year
- Be dependable and reliable individuals that can work independently to complete their given tasks

**Student Employment Opportunities -- Retention and Student Success Department**

The Retention and Student Success Department is searching for academic tutors for the Spring 2022 semester.



To read the full job description: please login to your Workday account > search “student jobs” > click on “find student jobs”. Apply by clicking on “Student Tutor – Non-Workstudy – Supplemental Instruction”

Link to Job Description in Workday:

[https://www.myworkday.com/fhsu/d/inst/15\\$158872/9925\\$4969.html](https://www.myworkday.com/fhsu/d/inst/15$158872/9925$4969.html)

If you have questions about the position, please contact Hannah Hearld at [hlhearld@fhsu.edu](mailto:hlhearld@fhsu.edu).

## **Student Employment Opportunity – Department of Psychology**

The Department of Psychology is hiring for the front office, student worker position. The position is available now for either federal work-study or non-work study (i.e., regular hourly pay). Job duties include, but are not limited to, answering the phone, scheduling campus visits, distributing mail, making copies, and any other duties as assigned by supervisor and faculty. Office hours are Monday through Friday 8:00 AM – 4:30 PM. If you have any questions, please contact Mrs. Miranda Schmeidler at 785-628-4017 or [msschmeidler@fhsu.edu](mailto:msschmeidler@fhsu.edu). Please apply for the position through Workday at: [https://www.myworkday.com/fhsu/d/inst/15\\$392530/9925\\$4968.html](https://www.myworkday.com/fhsu/d/inst/15$392530/9925$4968.html)

## **Nominate a Faculty Member for the Pilot Award**

Recognize an outstanding faculty member for the Pilot Award. Graduating seniors have the opportunity to honor a member of the Fort Hays State University teaching faculty by nominating him or her for the prestigious Pilot Award. Nominations can be made at <https://fhsualumni.com/engagement/awards/pilot-award-nominations/>

## **Paid Internships for FHSU Students**

*Please encourage students to apply for a paid internship for Summer 2022!*

Interns will gain professional work experience with these 17 opportunities available only to FHSU students. Most positions do not require a specific degree program or major.

Each clickable link will prompt students to log in to Handshake with their TigerNetID to apply or get more information. The deadline is February 2.

### **FHSU/Dane G. Hansen Internships:**

[Insurance/Customer Service Intern – Brian Ruder Agency/American Family Insurance](#)

[Human Resources Intern – Citizens Health](#)

[Banking Intern – Citizens State Bank & Trust Co.](#)

[Marketing/Events Intern – Downtown Hays Development Corp.](#)

[Information Technology Intern – Ellis County IT Department](#)

[Curatorial Assistant Intern – Ellis County Historical Society](#)

[Marketing/Exhibit Development Intern – Jewell Co. Community Development](#)

[Children’s Programs Intern – Lincoln Carnegie Library](#)

[Marketing Intern – Main Street Arts Council](#)

[Accounting Intern – Mapes & Miller](#)

[Program Research Intern – Mitchell County Council on Aging](#)

[Product Engineering Intern – New Age Industrial](#)

[Agriculture Intern – Smoky Hill Ag](#)

[Fitness Intern – The Center for Health Improvement](#)  
[Employment Support Intern – Workforce Solutions of OCCK](#)

**FHSU Service Internship:**

[Art Collection Virtual Tour Planning Intern – HaysMed Foundation](#)

**Masonic Cancer Alliance Internship:**

[Community Health Outreach Intern](#)

**Student Employment Opportunities - Forsyth Library**

**Student Digital Curation Metadata Assistant-Workstudy/Non-workstudy-Forsyth Library**

**Schedule:**

Up to 20 hours per week, daytime only, no weekends.

**Job Description:**

The imaging assistant works with the Digital Curation Librarian to create digital surrogates of library archival and special collections materials.

**Duties include:**

- Scanning fragile and rare materials
- Creating administrative metadata
- Editing scanned images using Photoshop
- Creating access quality images and files
- Data entry
- Organizing digital materials
- Other duties as assigned

**Minimum Qualifications:**

- Proficient in Microsoft Excel
- Experience with Adobe Photoshop
- Experience with Adobe Acrobat

**Preferred Qualifications**

- Good organizational skills
- Ability to work on one task for an extended period of time while maintaining quality of work
- Previous experience handling fragile documents
- Previous scanning experience

**The student will be expected to learn:**

- How to use library scanners to create FADGI compliant master files
- Become familiar with Library of Congress digital preservation standards

Applicants should include a resume and a brief cover letter outlining their experience. This position is open to both workstudy students and non-workstudy students.

**Student Learning Commons Assistant-Workstudy/Non-workstudy-Forsyth Library**

**Schedule:**

Up to 20 hours per week, possible weekend and evening hours

**Job Description:**

The desk assistant provides customer service to patrons and completes circulation and collection tasks.

**Duties Include:**

- Greeting patrons, answering questions and directing users to appropriate library staff
- Checking in and out library materials, including tech devices
- Answering and transferring phone calls, taking messages and relaying information
- Shelving books and shelf-reading
- Collecting fines and fees
- Recording patron and materials usage stats
- Assisting with use of copiers, fax machine, microfilm readers and TigerPrint
- Other duties as assigned

**Required Qualifications:**

- Professionalism in demeanor, attitude and appearance
- Dependability/reliability
- Initiative
- Ability to comply with confidentiality requirements

**Preferred Qualifications:**

- Excellent oral communication skills
- Experience with variety of technology
- Problem-solving skills
- Flexibility and poise
- Ability to work with little supervision

**The student will be expected to learn:**

- Management system for both books and technology items
- Library of Congress and Dewey Decimal classification systems
- Library opening and closing procedures

Applicants should include a resume and brief cover letter outlining their experience.

**FHSU Tigers Without Limits Support Group**

Tigers Without Limits is a social and support group for undergraduate students who identify as being Neurodivergent. The group aims to provide information, connections, and a community where members can feel supported, share information, and celebrate successes. Tigers Without Limits will create opportunities to:

- Share information about student support services at FHSU
- Gain feedback from group on support services on campus
- Build environments that foster friendships
- Be a safe space for members to share special interest
- Expand member information on a variety of daily living skills including social skills, empathy skills, classroom etiquette, living independently, etc.

We will meet on Mondays, starting January 24<sup>th</sup> at 1:30pm in the Memorial Union Smoky Hill Room.

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To submit an article for Tiger Daily, please create a **new** message and email it to [tigerdaily@fhsu.edu](mailto:tigerdaily@fhsu.edu) before **10:00 a.m.** Items received after 10:00 a.m. will run the next business day. Submissions will be accepted only from FHSU faculty, staff, and student organizations. **Submissions must include** a headline, body text, and contact information only. **Attachments, graphics and images will not be published (including signature line graphics)**, but links to web pages may be included. Submitter is responsible for quality of content, which will be copied/pasted directly. **Replies to this message will not be responded to. Please send any inquiries regarding a Tiger Daily article directly to the submitter.** Only one Tiger Daily message will be sent per day.