

7-7-2022

## Tiger Daily: July 7, 2022

Fort Hays State University

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**From:** TigerDaily <[tigerdaily-1@25livepub.collegenet.com](mailto:tigerdaily-1@25livepub.collegenet.com)>

**Date:** Thursday, July 7, 2022 at 3:10 AM

**To:** Tiger Daily <[TigerDaily@fhsu.edu](mailto:TigerDaily@fhsu.edu)>

**Subject:** TigerDaily calendar for Thursday, July 7, 2022

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➔ For an enhanced experience and to view Upcoming Events, [view the online version of Tiger Daily.](#)

## THURSDAY, JULY 7, 2022

### [LDRS 407: Global Challenges for Fall 2022](#)

LDRS 407: Global Challenges (formerly IDS 407) is being offered this fall 2022 on-campus and online! The course is designed to provide students with the knowledge, skills, and attitudes to be engaged, responsible, and effective members of a globally interdependent society. Most importantly, students will be asked to think deeply about their world (including its future, current issues, its impact on their local area, and our personal responsibility as global citizens). *The course can contribute to elective or general education requirements.* We hope you will join us for this awesome course!

### [LDRS 420: Women and Leadership with Jill Arensdorf in Fall 2022](#)

We are very excited to offer this on-campus elective for fall 2022! LDRS 420: Women and Leadership with Dr. Jill Arensdorf will take place Tuesdays/Thursdays at Noon; there are no pre-requisites. Current issues and trends of women and leadership will be examined from historical to contemporary, and from social and personal perspectives. We hope you will join us for this amazing course!

### [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!

## **LDRS 200: Discovering Leadership Open for Fall 2022**

We are very excited to offer a new course, LDRS 200: Discovering Leadership, in fall 2022 on-campus and online!

Effective leadership is important to everyone throughout society and is much more situational and complex than a “position”. Discovering Leadership is an introductory course for all students seeking to broaden their understanding of the leadership process in modern organizations and communities, even for those who may not seek or desire formal leadership positions. Students will explore the multidisciplinary nature of leadership as firmly rooted in social science. They will develop leadership dispositions- the mental habits one uses to see, think about and respond to the world - at the individual, team, and organizational level by using design principles to create a “leadership future”, and will explore leadership practices, perspectives and research across cultures in order to understand leadership at a societal level.

*This course can be used as an elective or FHSU CORE requirement.*

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## **Victor E Apparel & Gift Co. Pop-Up Shop**

Victor E Apparel & Gift Co. will be starting construction Monday June 27th through Friday July 8th. The store will be closed Monday June 27th and Tuesday June 28th for inventory processes. Pop-Up Shop hours will be as follows beginning Wednesday June 29th.

Wed. June 29 - 10am - 4pm

Thur. June 30 - 10am - 4pm

Fri. July 1 - CLOSED

Mon. July 4 - CLOSED

Tue. July 5 - 10am - 4pm

Wed. July 6 - 10am - 4pm

Thur. July 7 - 10am - 4pm

Fri. July 8 - 10am - 11:30am

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## **University Photo Studio Sign-Up**

University 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 July 26 & 27.

Please sign up for your photo through the form below:

Where: Hammond Hall 114

When: [forms.gle...](#)

Questions? Please email Trevor Rohn ([tdrohn@fhsu.edu](mailto:tdrohn@fhsu.edu))

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## United Airlines Discount For FHSU Commencement Ceremonies

We are pleased to partner with United Airlines for air travel to the FHSU Commencement ceremony in December 2022.

- To make flight reservations online please click on discount code ZKUB927626
- MileagePlus members earn Premier Qualifying Dollars and miles for their travel.
- Dates of travel must occur from December 13, 2022 to December 20, 2022. Use the discount code ZKUB.

You may also call the United Meeting Reservation Desk at (800) 426 – 1122

Monday – Friday 7:00 a.m. – 9:00 p.m. Central Time  
Saturday – Sunday 7:00 a.m. – 5:00 p.m. Central Time

Booking fees are waived for Meeting reservations. International customers may contact their local United Reservation Desk.

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## "Inhumane" MFA Thesis Exhibition by Jordan Brown

"Inhumane" MFA Thesis Exhibition by Jordan Brown will be on display from June 20th - July 8th. Please come into the Moss-Thorns Gallery of Art & Patricia A. Schmidt Gallery Lobby to enjoy the amazing works created by Jordan!

Gallery Hours are from 10-2pm M-F.

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## Move-In Day Volunteers Needed!!

### Move-In Day 2021 Call for Volunteers!

As all of you are aware, move-in day is just around the corner! With this, we could use some volunteers in welcoming our new FHSU Tigers! On **August 17<sup>th</sup> from 8 am to 1 pm**, the students who are in a learning community will be moving into Victor E. Village and on **August 18<sup>th</sup> from 8 am to 1 pm** students will be moving into McMIndes. If you are available and willing to volunteer with one of these move-in days, please RSVP by filling out the form here: <https://tigerlink.fhsu.edu/submitter/form/start/542116>

Any club or organization that is willing to help with move-in, please fill out the form once for your group and list the number of volunteers in the comment section at the end of the form. Feel free to e-mail us if you need more details. Thank you and if you have any additional questions, please contact Marissa Nuss ([manuss@fhsu.edu](mailto:manuss@fhsu.edu)) or Ryan Grasser ([jrgrasser@fhsu.edu](mailto:jrgrasser@fhsu.edu)).

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## Academic Program Specialist – Graduate School

Job Description: This is a full-time staff position that reports to the Director of the Graduate School and OSSP.

Minimum Qualifications: High School Diploma or equivalent with three years of experience in an office or administrative position. Appropriate college coursework or vocational/technical training may substitute at an equivalent rate for the required experience.

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Preferred Qualifications:

- Bachelor's degree
- Three or more years of office experience
- Excellent written communication skills
- Experience in a university setting
- Ability to manage multiple tasks simultaneously
- Attention to detail
- Supervisory experience

Salary: \$15.75 per hour

Appointment Date: Start date to be determined after acceptance of an offer and completion of a criminal background check.

Application Priority Deadline: July 5, 2022. Review of applications will begin immediately and continue until the position is filled.

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## **Administrative Specialist, College of Health and Behavioral Sciences**

**Position Description:** The position involves specialized and diverse administrative responsibilities and provides assistance to the Dean of the College of Health and Behavioral Sciences. Duties include management of the office, administration of college- related communications, record management, and acting as a liaison and assisting with public relations and special projects. A successful candidate must have the ability to work independently, possess excellent interpersonal skills, and be highly detailed and organized. A position at this level is expected to demonstrate a high level of professionalism and maintain the 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

Experience working in a university setting

Outstanding written communication skills

Experience working with social media and webpage management

Two or more years of professional experience in an office setting

Experience with scheduling and meeting management

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Highly proficient with Microsoft Office suite (Outlook, Word, Excel, PowerPoint)

Budget management experience

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

**Application Deadline:** Review of applications will begin immediately and continue until the position is filled.

**Salary:** \$15.06 per hour, plus benefits

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## **ANNUAL GIVING COORDINATOR – FHSU FOUNDATION**

**Position Description:** Responsible for working in coordination with the FHSU Foundation's Director of Annual Giving regarding operations of existing and emerging Annual Giving campaigns and direct mailing solicitations. These initiatives include, but are not limited to, Phonathon, Campus Campaign, Community Campaign, Awareness Day, Giving Day, Crowdfunding, LYBUNT, Do Not Call, and Spring Unrestricted. This position assists the development team in building new donor count and pipeline growth.

**Minimum Qualifications:**

- Bachelor's degree required, preferably in Communication, Leadership, and/or Business.
- This position requires a high degree of organizational skills and teamwork capabilities.
- Ability to create strong interpersonal, professional relationships with staff, donors, alumni, trustees, and administrators.
- Skilled in ability to create, proofread, and edit effective correspondence and creative solicitation materials.
- Must be detail-oriented, self-motivated, and deadline-driven with the ability to follow through on projects. Able to multi-task in a fast-paced environment with excellent oral communication and composition skills.
- Must be able motivate others to complete tasks on time while meeting standards.
- Ability to develop and maintain relationships and remain constituent-service oriented.
- Skilled in time management, adaptability, problem solving, and navigating new technologies. Evidenced driven, strong work ethic.
- Ability to analyze data from a wide variety of sources and assist with presenting statistical information in an understandable, appropriate format.
- Demonstrated skill and experience to independently plan, coordinate, and manage multiple targeted telemarketing initiatives and specialized/customized telemarketing programs for highly segmented populations with the goal and strategies to acquire, retain, and upgrade donors.
- Maintain confidentiality of constituents and data at the highest level, and under no circumstances share confidential information with the public.

**Appointment Date:** Start date will be determined after acceptance of an offer and background check clearance.

**Application Details:** Open until position is filled. Full job description and application requirements are available by visiting <https://foundation.fhsu.edu/about/careers>

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## **RECEPTIONIST – FHSU FOUNDATION**

**Position Description:** The Receptionist is responsible for delivering excellent constituent service assistance to patrons of the Robbins Center. This entails addressing constituent and visitor questions and needs, while providing an overall welcoming and positive environment. This oftentimes includes performing ad hoc administrative duties, as needed. The Receptionist is an important member of a spirited and dedicated Foundation and Alumni Association team.

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Minimum Qualifications:

- High School Diploma - or the equivalent (for example, GED), required
- Associate degree (or other 2-year degree) and/or bachelor's degree, preferred
- Three years of reception and/or administrative experience in a fast-paced and complex professional office setting (or equivalent customer related ability)
- Proficient in Microsoft Office 365, Adobe Acrobat, and usage of standard and advanced office equipment, technologies, and systems
- Strong communication and interpersonal skills with the capacity to develop effective working relationships with colleagues, donors, alumni, trustees, administrators, vendors, and University staff
- Excellent customer service skills, including the ability to communicate with confidence and clarity – listen actively and react with empathy, while understanding and responding to nonverbal signals
- Self-motivated with the ability to work independently and within a team environment
- Ability to handle several tasks simultaneously; hardworking, adaptable; ability to see the big picture and reprioritize work accordingly; ability to take initiative
- Detail-oriented; excellent organizational, oral communication, and composition skills, including the ability to create, proofread, and edit effective correspondence
- Skilled in time management, adaptability, problem solving, and navigating new technologies
- Ability to follow through on projects with little supervision to meet deadlines
- Understanding and practice of strict confidentiality is essential
- Friendly and professional demeanor in all aspects of language, attitude, appearance, and organization
- Passionate about Fort Hays State University and the mission of the Foundation and Alumni Association

Appointment Date: Start date will be determined after acceptance of an offer and background check clearance.

Application Details: Open until position is filled. Full job description and application requirements are available by visiting <https://foundation.fhsu.edu/about/careers>

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## **Student Academic Tutor Job Opportunity**

The Retention and Student Success Department is searching for students to assist with tutoring on-campus FHSU and NCKTC (Hays) students with FHSU CORE (general education) program courses.

### Job Description

Please encourage students you may know who are qualified to apply!

Questions? Reach out to Retention and Student Success at [success@fhsu.edu](mailto:success@fhsu.edu) or 785-628-4260

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## **Custodian – Residential Life**

*This position offers a \$500 sign on bonus after 30 days of employment in the position.*

### **POSITION DESCRIPTION:**

Custodian, Fort Hays State University, Residential Life, full-time position, Monday through Friday, 8:00 AM to 4:30 PM.

**MINIMUM QUALIFICATIONS:** High School Diploma or GED

**PREFERRED QUALIFICATIONS:**

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- Custodial experience

- Experience operating custodial equipment (high speed floor buffer, carpet extractor, floor auto scrubber)

**SALARY:** \$12.32 per hour, plus full benefit package

**To view the full description and to apply:**

For current FHSU employees – Please use the “Careers” app in Workday.

For Non-FHSU employees – Please visit <https://fhsu.wd1.myworkdayjobs.com/CAREERS>

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