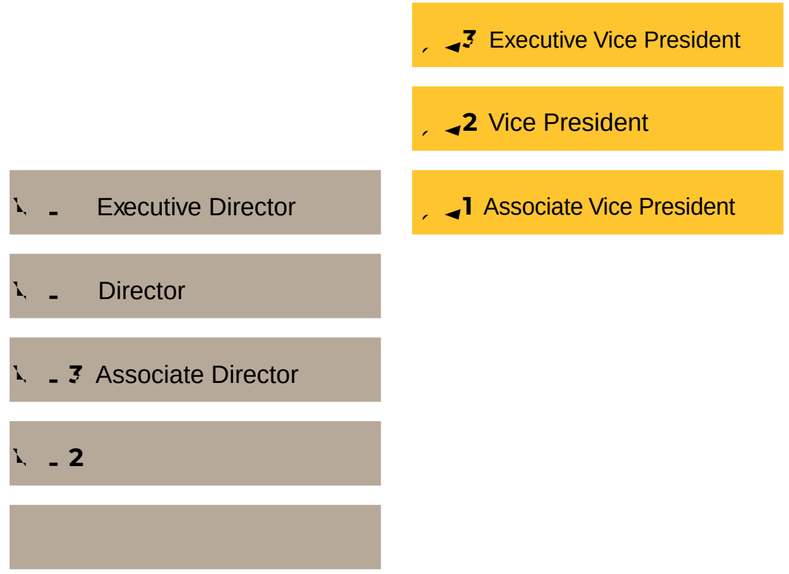
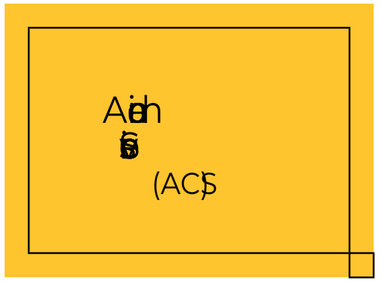
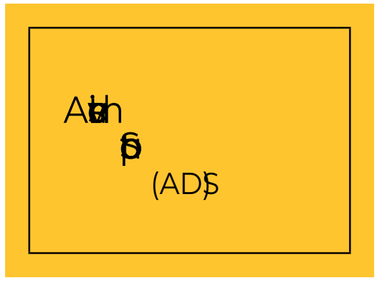
KENNESAW STATE
UNIVERSITY

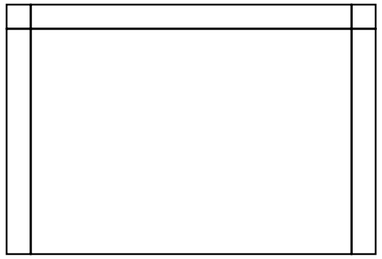

Executive Vice President
Vice President
Associate Vice President
Executive Director
Director
Associate Director

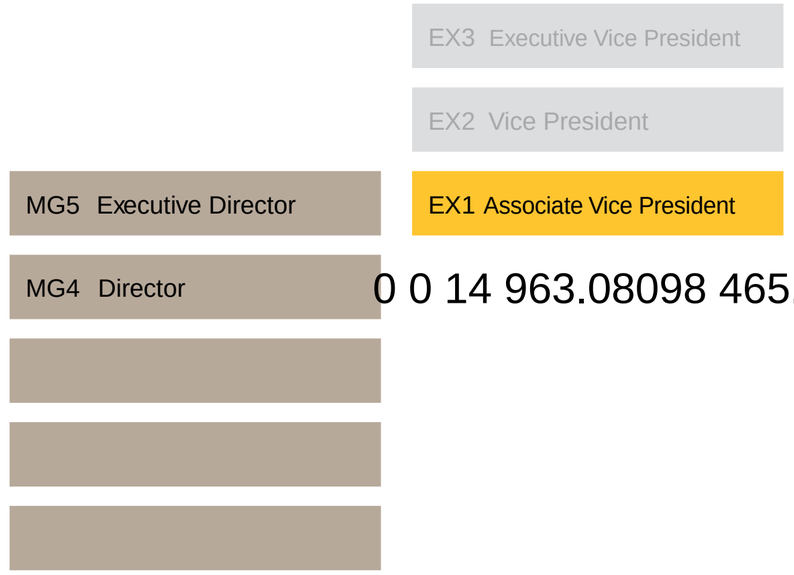
# Interactive Tool

Click on your Job Family to see how jobs were mapped to the Career Framework.







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# Administrative Support

Performs a variety of administrative activities in support of their assigned work team. May assist executives in budget preparation, record maintenance, and generating reports regarding operations, personnel changes, etc. Uses University so□ware to compile and generate reports, statistics, timelines, tables, graphs, correspondence, and presentations. May design processes to enhance work □ow. Serves as administrative liaison with others within and outside the University regarding administrative issues.

Click on the highlighted Job Levels to view the typical criteria (job attributes, relevant experience, education, knowledge, and skills) for current positions in this Job Family. Job Levels in gray do not have positions in this Job Family at this time.

- Executive Vice President
- 2 Vice President
- 1 Associate Vice President
- Executive Director
- Director
- 3 Associate Director
- 2 Manager »
- 1 Supervisor

- Lead
- 3 Senior Specialist »
- 2 Specialist »
- 1 Coordinator »

- A Executive Admin »
- A 3 Senior Admin »
- A 2 Admin »
- A 1 Assistant Admin »

LEGEND

- Support
- Administrative
- Professional Contributor
- Technical Contributor
- Management
- Executive

# Campus Services

vicu

EX3 Executive Vice President

EX2 Vice President

MG5 Executive Director

EX1 Associate Vice President

MG4 Director

MG3 Associate Director

PR4 Lead

MG2 Manager

PR3 Senior Specialist

MG1 Supervisor

PR2 Specialist

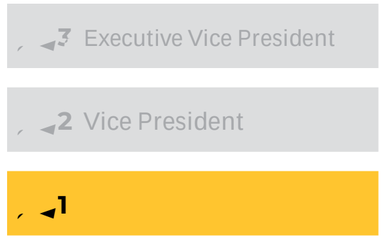
AD4 Executive Admin

PR1 Coordinator

AD3 Senior Admin

AD2 Admin

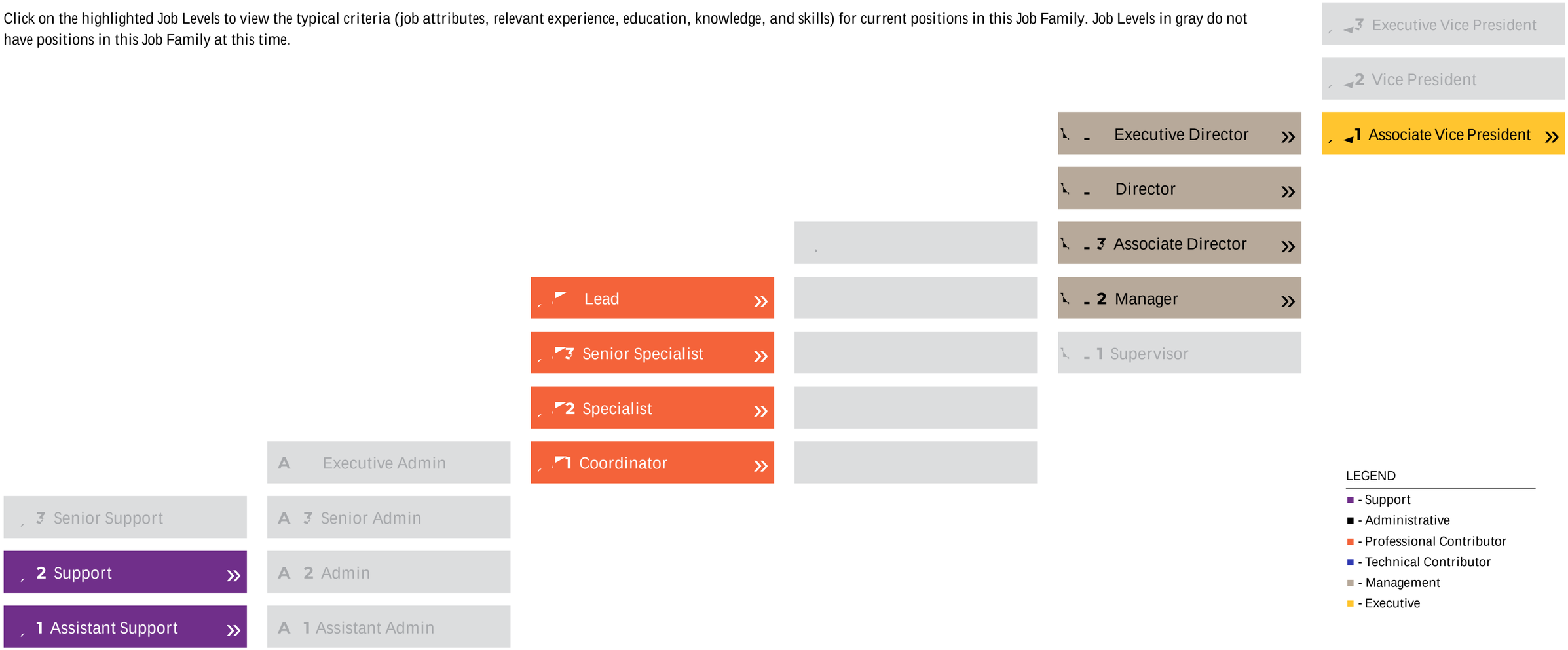
AD1 Assistant Admin


3 Executive Vice President
2 Vice President
1

# Finance

Conducts and provides □nancial analysis, planning, and reporting.  Develops, prepares, and interprets the University's □nancial plans, budgets, ASR, forecasts, and reports to support management decision making.

Click on the highlighted Job Levels to view the typical criteria (job attributes, relevant experience, education, knowledge, and skills) for current positions in this Job Family. Job Levels in gray do not have positions in this Job Family at this time.



# Health Servic

Provides general medicine, psychological, and disability services to employees and students. Organizes educational programming. Distributes educational material to the community to promote healthy lifestyles.

Click on the highlighted Job Levels to view the typical criteria (job attributes, relevant experience, education, knowledge, and skills) for current positions in this Job Famil. Jb Levels in gray do not have positions in this Job Family at this time.

EX3 Executive Vice President

EX2 Vice President

MG5 Executive Director

EX1 Associate Vice President

MG4 Director »

MG3 Associate Director »

PR4 Lead »

T Lead

MG2 Manr »

PR3 Senior Specialist »

MG1 Supervisor

PR2 Specialist »

TC2 Specialist

AD4 Executivdmin

PR1 Coordinator

SP3 Senior Suppor »

AD3 Senior Admin

SP2 Suppo »

AD2 Admin

SP1 Assistant Suppor »

AD1 Assistant Admin

LEGEND

- Suppor
- Administrative
- Professional Contributor
- Technicaltributor
- Management
- Ex

Relevant experience: Practical knowledgekills, or practices d]TJ87l, so dor prTCf10 (c)omso do49f 0 s d]TJ87l, sx4 0 0 17364 dor 9 0 0 17Tj /TG4 0.67sx4 0 0 17364 dor 9 0 0 17Tj /TG4 0.67

EX3

- Support
- Administrative
- Professional Contributor
- Technical Contributor
- Management
- Executive

# Library

Develops, implements, and maintains library and museum services and programs. Partners with academic colleagues, students, and outside scholars to ensure that the collections are easily accessible and support academic research and instruction. Ensures policies are compliant with local, state, and federal laws.

Click on the highlighted Job Levels to view the typical criteria (job attributes, relevant experience, education, knowledge, and skills) for current positions in this Job Family. Job Levels in gray do not have positions in this Job Family at this time.

EX3 Executive Vice President

EX2 Vice President

MG5 Executive Director

EX1 Associate Vice President

MG4 Director

MG3 Associate Director

PR4 Lead

MG2 Manager

PR3 Senior Specialist

MG1 Supervisor

PR2 Specialist

AD4 Executive Admin

PR1 Coordinator

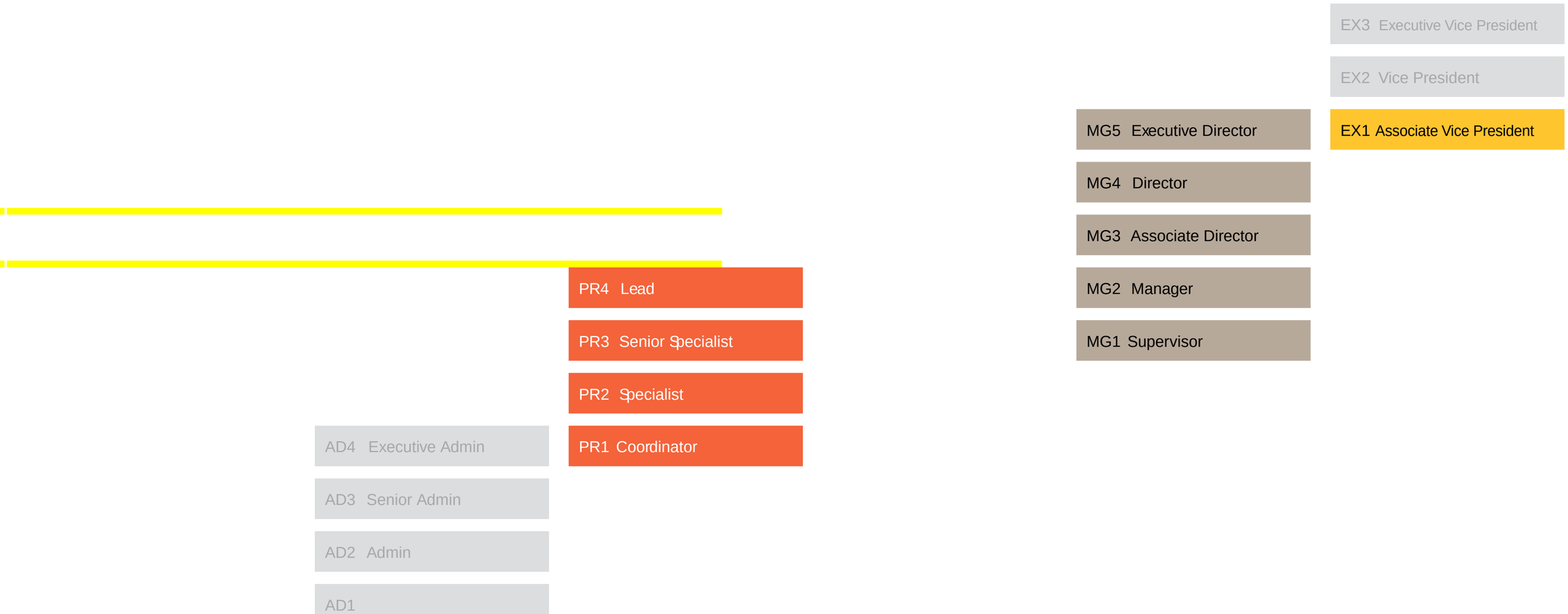
AD3 Senior Admin

AD2 Admin

AD1 Assistant Admin

LEGEND

- Support
- Administrative
- Professional Contributor
- Technical Contributor
-


EX3 Executive Vice President
EX2 Vice President
MG5 Executive Director
EX1 Associate Vice President
MG4 Director
MG3 Associate Director
PR4 Lead
MG2 Manager
PR3 Senior Specialist
MG1 Supervisor
PR2 Specialist
AD4 Executive Admin
PR1 Coordinator
AD3 Senior Admin
AD2 Admin
AD1

# Operations

Manages the execution of single or multiple projects and/or programs. May manage project and/or program managers within assigned program and/or project. Works within the constraints of budget, schedule, and scope while managing risk and ensuring adherence to established processes and methodologies.

Click on the highlighted Job Levels to view the typical criteria (job attributes, relevant experience, education, knowledge, and skills) for current positions in this Job Family. Job Levels in gray do not have positions in this Job Family at this time.

EX3 Executive Vice President

EX2 Vice President

MG5 Executive Director

EX1 Associate Vice President

MG4 Director

TC5 Principal/Architect

MG3 Associate Director

PR4 Lead

TC4 Lead

MG2 Manager

PR3 Senior Specialist

TC3 Senior Specialist

MG1 Supervisor

PR2 Specialist

TC2 Specialist

AD4 Executive Admin

PR1 Coordinator

TC1 Coordinator

SP3 Senior Support

AD3 Senior Admin

SP2 Support

AD2 Admin

SP1 Assistant Support

AD1 Assistant Admin

Relevant experience: Practical knowledge, skills, or practices derived

LEGEND

- Support
- Administrative
- Professional Contributor
- Technical Contributor
- Management
- Executive

EX3 Executive Vice President

EX2 Vice President

MG5 Executive Director

EX1 Associate Vice President

MG4 Director

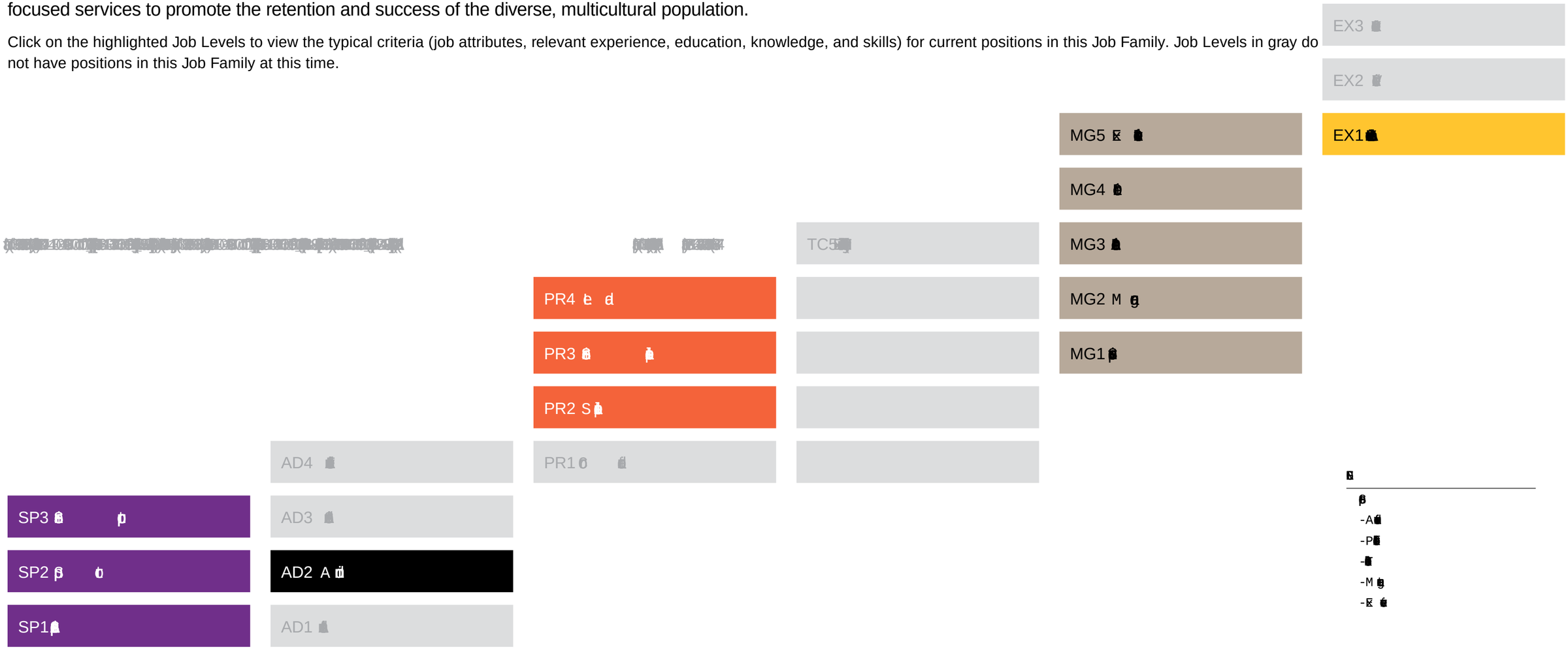
MG3 Associate Director

MG2 M

EX3 Executive Vice President

EX2

# Student Services

Oversees various programs focused on assisting students. Advises students and families on  nancial aid and scholarships. Performs course registration, scheduling, class changes, and maintenance of student records. Supports academic, co-curricular, student governance and leadership programs, and focused services to promote the retention and success of the diverse, multicultural population.

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