

## CURRENT JOB DESCRIPTION FOR THE ACYOA COLLEGE PROGRAM COORDINATOR

### RESPONSIBILITIES

- 1) Responsible for the creation, development, and implementation of programs geared towards college students, nationwide, between the ages of 18-22. Programs take place on a Diocesan and campus level.
- 2) Implementation of existing and new Diocesan and ACYOA programs.
- 3) Serve as spokeswomen and coordinator between Diocesan directors and staff, and campus officials and Armenian Students.
- 4) Responsible for regular visitations to college campuses and ACYOA chapters and parishes if necessary.
- 5) Serve as a resource data base when college students need information on special college internships, programs, and special events.

### PLAN FOR 1990 - 1991

- 1) Develop and implement the following programs:
  - Diocesan Summer Internship
  - College Network Program
  - My Kinsmen
  - Armenian College Open House
  - Armenian Students Lecture Series
- 2) Write and coordinate publication of the college newsletter, Armenian Students' College Communicant.
- 3) Develop a system to revise and consistently update the National College Mailing List, in hopes of forming a National College Network.
- 4) Work with the ACYOA Executive Secretary and Central Council to implement and assist in any programs or activities involving college students.
- 5) Responsible for involving and recruiting college students for Armenian programs on and off campus.