

**COORDINATOR OF DEVELOPMENT AND ALUMNI RELATIONS**  
**Tusculum College**

Tusculum College seeks an energetic and self-motivated individual to coordinate various functions in support of Alumni and Parent Relations, as well as the Annual Fund. The Coordinator will oversee the Homecoming budget and assist with all aspects of alumni and parent relations, as well as the annual fund. Bachelor's degree required. Writing, planning, organizational, and computer skills are a must. To apply, submit a cover letter, resume, and a list of three references to: Coordinator of Alumni Relations Search, Tusculum College Human Resources, P.O. Box 5093, Greeneville, TN 37743. Tusculum College alumni are strongly encouraged to apply. Review of applications begins immediately and will continue until position is filled. EOE

**HOW TO APPLY:**

To apply send a cover letter, current resume and 3 references to: Coordinator of Development and Alumni Relations Search, Attn: Human Resources Tusculum College, P.O. Box 5093, Greeneville, TN 37743. or email at: [tcresume@tusculum.edu](mailto:tcresume@tusculum.edu) EOE