



SLU Team Member Search 2025

Job Opening: SLU Program Coordinator

Location: Orlando, Florida

Status: Full-Time

Are you called to equip the next generation of Christian leaders?

Student Leadership University (SLU) is seeking a highly organized, service-minded **Program Coordinator** to support our mission of inspiring and empowering young people to lead with excellence in their faith and calling.

We're looking for someone with experience in **event management or hospitality**, strong **administrative gifts**, and a heart for ministry. If you thrive in a collaborative, fast-paced environment and love supporting high-impact events that shape future leaders, we want to meet you!

Key Responsibilities:

- Lead coordination of assigned SLU programs and Youth Pastor Summit (YPS) events (8–19 SLU, 5–6 YPS events per year).
- Assist with program logistics and administrative tasks, including registration, materials, and communication.
- Serve on-site at events as a key logistical and relational point person.
- Manage event budgets, coordinate volunteer staff, and handle vendor and speaker logistics.
- Maintain strong year-round relationships with pastors, youth leaders, and educators.
- Support updates to program websites and registration platforms.
- Assist with development and distribution of merchandise and store items.

What Your Bring to Position:

- **Bachelor's degree** in Hospitality, Event Management, or a related field (preferred).
- Strong **organizational and time-management** skills; ability to manage multiple projects and meet deadlines.
- Excellent **communication skills**, both verbal and written.
- Comfort with high-pressure environments involving **VIP guests, tight timelines, and logistics management**.
- Proficiency with **Microsoft Office (especially Excel), Keynote, and Mac OS**.
- A **servant-leader heart**, self-starter mindset, and team-first attitude.
- Passion for SLU's Mission and [Statement of Vision](#) and a desire to create transformative experiences for students and ministry leaders.

Why SLU?

At SLU, we don't just run events—we create life-changing experiences that help students and leaders dream big, lead with purpose, and live their faith boldly. If you're passionate about that kind of impact and want to be part of a tight-knit team committed to excellence, this role is for you.

Position Compensation and Benefits:

- *Compensation:* Compensation will be commensurate with experience and education level, paid twice monthly (15th and 30th).
- *Health Insurance:* SLU provides coverage for employees through Guidestone Resources (Blue Cross-Blue Shield). SLU does not pay for the coverage of spouses or dependents at this time, but you can elect to pay for it yourself through payroll deduction. It is a robust plan with the best national/international coverage.
- *Vacation:* You will be fully vested on day one of your new role and will be offered 10 days of vacation, of which no two consecutive weeks are to be combined in your first twelve months of employment.
- *Benefits:* Quarterly staff development trainings, yearly stipend for personal development and time management tools, and opportunity to impact thousands of students and youth pastors' lives through this ministry.

How to Apply: If you believe you are a good fit for our team, please email your resume and cover letter to jobs@studentleadership.net, note the position you are applying for and click [here](#) to fill out the pre-interview questions.