

TREASURE VALLEY COMMUNITY COLLEGE

TVCC is a comprehensive community college dedicated to promoting student success.

RECRUITMENT ANNOUNCEMENT

Reengagement and Connect Coordinator

(grant funded through 06-30-27)

PAY - \$42,000

JOB TYPE - Full-time, Exempt

DEADLINE - Open until filled

LOCATION - Ontario, Oregon

DEPARTMENT - Academic Affairs

REPORTS TO - Vice President of Academic Affairs

Come work for us! Working for TVCC comes with many exciting benefits. With 11 annual paid holidays, Friday's off in the summer, Christmas break for all employees, generous vacation and sick leave along with a great selection of medical, dental and vision plans to choose from (for eligible employees and their dependents), retirement benefit (for eligible employees) and much more, choosing to work for TVCC will be a great step in your career. We invite you to apply and experience the benefits of a thriving community college that values each employees' contributions to its success!

A little about us... TVCC welcomes you to Ontario - where Oregon begins! TVCC was founded in 1962 and is located on a 90-acre campus near the center of Ontario, Oregon. TVCC currently employs around 150 full-time faculty and staff. TVCC's campuses and centers extend to several locations throughout Oregon and Idaho: Caldwell (Idaho), Burns (Oregon), Snake River Correctional Institution, Warner Creek Correctional Facility, Eastern Oregon Correctional Institute, Powder River Correctional Facility, and Two Rivers Correctional Institution. Ontario is an agriculturally based city of over 11,000 people, with a service area population of over 60,000. Ontario is situated in the Treasure Valley and located about 60 miles west of Boise, Idaho. The Treasure Valley offers many outdoor opportunities for the entire family, including fishing, boating, hunting, camping, skiing and sightseeing.

POSITION SUMMARY

This position will lead the Reengage and Connect Project (RCP) that will provide educational and re-engagement services to youth ages 16-24 years who are at risk of disconnection and/or disconnected from secondary education and/or workforce training and development opportunities in Eastern Oregon. The Coordinator will facilitate the reengage and connect process from identification to successful completion of a program of study. The Coordinator will also provide comprehensive advising, build strategic partnerships, and administer direct support services to ensure student success.

QUALIFICATIONS

MANDATORY: Associate's degree in education, counseling, social work or related field. Experience working with disconnected youth or underserved populations. Strong interpersonal, organizational, and communication skills. Ability to build and maintain collaborative partnerships. Familiarity with advising, career planning and student support services.

PREFERRED: Bachelor's degree in education, counseling, social work or related field. Bilingual in English and Spanish.

ESSENTIAL FUNCTIONS

Reengagement & Student Support:

Advertise, recruit, and interview prospective RCP students.

Provide intentional advising and ongoing support throughout students' academic and career journeys.

Conduct skills assessments and develop individualized learning plans for each eligible student.

Administer financial supports to remove barriers to student success, including basic needs such as childcare and transportation.

Oversee distribution of up to \$2,000 per eligible student for educational/workforce development expenses, including potential wages.

Partnership Development:

Establish and maintain partnerships with local service agencies and educational institutions, including:

- Local Oregon high schools (including, but not limited to: Ontario, Nyssa, Vale, and Adrian)
- Malheur Educational Service District
- Local Oregon alternative high schools and certificate programs
- Boys and Girls Clubs of Western Treasure Valley

Program Administration & Travel:

Maintain accurate records of student demographics, progress and financial support disbursement.

Participate in four (4) Community of Practice Reengagement Meetings annually.

Coordinate professional development and training opportunities for community partners.

Manage travel and mileage reimbursement within the program budget.

Work with the Business Office and other appropriate staff in management of grant budget.

Prepare and submit required quarterly reports.

The above description covers the most significant duties performed but does not include other related occasional work.

TERMS OF EMPLOYMENT

This is a full-time, Professional, exempt position (grant funded through 06-30-27).

VETERANS PREFERENCE

Applicants are eligible for a Veteran's Preference in accordance with Oregon law. Preference will be given only if the applicant meets the minimum qualifications of the position and submits the required documentation at the time of application. You can request copies of your military service records through the National Archives website at <http://www.archives.gov/veterans/military-service-records/>.

The College reserves the right to reject all applicants and ask for a re-opening of the position or make a direct appointment.

TREASURE VALLEY COMMUNITY COLLEGE IS AN EQUAL OPPORTUNITY EDUCATOR AND EMPLOYER

It is the policy of the Treasure Valley Community College Board of Education and the College that there will be no discrimination or harassment on the basis of race, color, sex, marital status, sexual orientation, gender identity, religion, national origin, age or disability in any educational programs, activities or employment. Lack of English language skills will not be a barrier to admission and participation in career and technical education programs.

Persons having questions about equal opportunity and non-discrimination should contact the Human Resources Director located in the Performing Arts Center on the south side of the Four Rivers Cultural Center building, or call (541) 881-5838 or TDD (541) 881-2723.

Es la póliza de la Junta de Educación de "Treasure Valley Community College" que no habrá tolerancia a la discriminación ni acoso por motivos de raza, color de piel, genero, estado civil, orientación sexual, identidad de género, religión, nacionalidad, edad o discapacidad en cualquier actividad relacionada al estudio, o empleo. La falta de habilidades en el idioma inglés no será barrera para la admisión y ser participe en programas de carreras técnicas y profesional. Individuos que tengan preguntas sobre oportunidades y no discriminación deben ponerse en contacto con el Director de Recursos Humanos ubicados en el "Performing Arts Center" en el lado sur del edificio "Four Rivers Cultural Center". Teléfono (541) 881-5838 o TDD (541) 881-2723.