

## **Guided Pathways Coordinator Position Description**

The Faculty Coordinator will receive direct guidance from the Guided Pathways Steering Committee while receiving oversight and support from the Academic Senate. The facilitator will report to the Guided Pathways Steering Committee Administrator, Char Perlas, Acting President/VP of Academic Affairs.

### *Duties and Responsibilities:*

- Attend Guided Pathways Steering Committee meetings and contribute ideas for the activities and events designed to implement Guided Pathways at College of the Siskiyous.
- Make presentations and solicit input at committees and department meetings throughout the college, both here on the main campus and Yreka campus.
- Provide guidance and leadership to faculty and staff in implementing activities outlined in the 2021 Guided Pathways Scale of Adoption Assessment.
- Organize focus groups and taskforces, as needed, as well as assist in the development of Guided Pathways Flex Activities.
- Contribute to any required reports for the college/state on Guided Pathways progress.
- Attend training sessions that may arise.
- Serve as Guided Pathways Liaison with the Academic Senate for California Community Colleges and the Foundation for California Community Colleges.
- Perform other related duties as may be assigned.

*Minimum Qualifications:* Meets the minimum qualifications of his/her discipline. Status as a full time or part-time faculty member is required.

### *Desirable Qualifications:*

- Demonstrated ability to maintain positive and effective working relationships with on campus groups as well as off-campus community and educational partners.
- Experience with curriculum development, educational program evaluation, and student services.
- Demonstrated knowledge of successful strategies for organizing and ability to stimulate interest and involve faculty and staff in campus wide events and activities
- Skilled at mentoring, coaching or leading faculty, particularly from multiple disciplines.
- Demonstrated sensitivity and understanding of diverse backgrounds of community college faculty, staff, and students, including, but not limited to, academic, socioeconomic, ethnic, and gender.
- Demonstrated ability to analyze and explain student success data, including quantitative and qualitative.
- Experience working effectively in a team setting and effectively communicating with faculty, administrators, peers, and students.
- Demonstrated knowledge and understanding of integrated planning.
- Excellent oral and written communication skills.

### *Term and Compensation:*

With the support of Guided Pathways funding, this position will commence Fall 2021 and continue through the end of Spring 2022. The Faculty Facilitator position is a 0.2 (6 hours/week) reassignment with the possibility of a stipend for winter and summer projects. Both full-time and part-time faculty are encouraged to apply.