



ASSIGNMENT OPPORTUNITY ANNOUNCEMENT
Guided Pathways Counseling Coordinator

60% Assignment

Closing Date: November 22, 2021

Description of Assignment:

The Guided Pathways Counseling Coordinator will work closely with the Guided Pathways Coordinator and the Guided Pathways Classified Coordinator to create campus-wide awareness and implementation of the Guided Pathways framework. The GP Counseling Coordinator will work with the Counseling Division on the continual evaluation and improvement of Guided Pathways products and services.

The GP Counseling Coordinator will work with the GP Coordinator and the GP Classified Coordinator in the implementation of the California Community Colleges Guided Pathways Award Program goals as outlined by the Chancellor's Office¹, which aim for colleges to transform programs and services into cohesive, campus-wide strategies to improve student outcomes.

The overarching goals² of the program are:

1. Integration of existing student-success programs and services.
2. Building of capacity at community colleges for data analysis, leadership, planning, and implementation related to institutional change.
3. Development of clearly structured, coherent guided pathways programs for all entering students for purposes of improving student outcomes, reducing time to degree, and increasing the ability of students to obtain high-paying jobs.

Supervision Exercised and Received:

This position reports to the Vice President of Student Services and the Vice President of Instructional Services.

Tasks and/or Activities Required:

- Facilitate Guided Pathways Steering Committee meetings in concert with the GP Coordinator and GP Classified Coordinator.
- Liaise between GP Steering Committee and the Student Services Division.
- Research, generate, and contribute ideas for the implementation of Guided Pathways
- Survey and report the perspective, innovative suggestions, and concerns of the Student Services Division to the GP Steering Committee.
- Co-develop best practices for the implementation of Guided Pathways in collaboration with all Counseling departments (e.g. Academic Counseling, EOPS, DSPS, Student Equity, etc.).

¹ <http://cccgp.cccco.edu/process-information>

² http://cccgp.cccco.edu/Portals/0/SB85_2017-2018%28pgs_26-31%29.pdf

- Identify the effective use of student success data in the implementation of Guided Pathways, collaborating with the GP Coordinator, GP Classified Coordinator, Steering Committee, and the Office of Research and Planning.
- Collaborate with the GP Coordinator, GP Classified Coordinator, and GP Steering Committee to make GP presentations and to conduct trainings to the campus at large.
- Provide regular progress updates to GCC's Academic Senate and the Board of Trustees.
- Collaborate with the GP Coordinator, GP Classified Coordinator, and Steering Committee to publicize the Student Services Division's GP's action plan to the campus at large (Verdugo and Garfield campuses).
- Co-develop methods of soliciting feedback from campus constituents about GP Pathways implementation
- Attend off-campus trainings and informational sessions about GP implementation best practices.
- Co-author the required reports for college and/or CCCC on Guided Pathways implementation.
- Author an independent GP progress report specific to the mission of the Student Services Division.
- Perform other related duties as may be assigned.

Minimum Qualifications:

Meets minimum qualifications in Counseling.

Preferred Qualifications:

- Demonstrated ability to maintain positive and effective working relationships with groups on campus across disciplines and assignments.
- Experience with program development 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.
- Excellent oral and written communication skills.

Stipend and/or Released Time:

60% Released Time, plus Winter and Summer hourly pay, not to exceed \$4,000 per short session.

Term of Assignment:

Three years with annual performance evaluation.

Application Procedure:

1. Interested faculty members should submit a letter of interest which clearly describes how the candidate is qualified to fulfill the duties of the position as listed on this announcement. The letter of interest must be received in the Human Resources Office by 4:30 p.m. on the closing date for consideration for this position.
2. A selection committee composed of the Vice President of Instruction, Senate President and Guild President will interview the candidates for the position

*All activities related to this position in no way supplant contractual responsibilities such as office hours, committee assignments and curriculum revision and development.
This position is subject to availability of continued funding.*

Released Time/Extra Pay Assignment
Application



<p><i>APPLICATION FORM</i></p> <p>Guided Pathways Counseling Coordinator</p> <p><i>60% Assignment</i></p> <p>Closing Date: November 22, 2021</p>
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Attach Additional Sheets, If Necessary

Name:	
Current Position at GCC:	GCC Telephone Extension:
Relevant Experience and Education:	
Other:	
References:	

Employee Signature

Date

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