

Coordinator, Career Technical Education (CTE) (Full-Time, Categorically Funded) Reedley College
State Center Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=250936>

Downloaded On: Dec. 31, 2024 8:42pm

Posted Dec. 27, 2024, set to expire Jan. 28, 2025

Job Title Coordinator, Career Technical Education (CTE) (Full-Time, Categorically Funded) Reedley College

Department

Institution State Center Community College District
Reedley, California

Date Posted Dec. 27, 2024

Application Deadline 01/28/2025

Position Start Date Available immediately

Job Categories Professional Staff

Academic Field(s) Administration - Undergraduate Education

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Job Description

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Coordinator, Career Technical Education (CTE) (Full-Time, Categorically Funded) Reedley College

State Center Community College District

Closing Date: 1/28/2025 at 11:55 PM

Campus Location: Reedley College

Start Date: 12/18/2024



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Essential Functions:

At Reedley College we value the ability to serve students from a broad range of cultural heritages, socioeconomic backgrounds, genders, abilities and orientations. We prioritize applicants who demonstrate they understand the benefits a diverse student population brings to a community college. The successful candidate will be an equity-minded leader committed to student success achieved through collaboration with faculty, classified staff, administration, students and community partners who are also dedicated to closing equity gaps.

An equity-minded individual is a person who:

1. Understands the importance of holding ourselves accountable as educators for closing equity gaps and engaging in equitable practices;
2. Reframes inequities as a problem of practice and views the elimination of inequities as an individual and collective responsibility;
3. Encourages positive race-consciousness and embraces human difference;
4. Supports institutional practices that both develop and sustain culturally responsive teaching and learning environments; and
5. Strategically builds support for and participation in equity-related initiatives across both our internal and external communities.

Reedley College seeks leaders who value placing the student at the center of everything we do, mentorship and working in a collegial, collaborative environment. Leaders should be open and willing to participate in culturally relevant professional development that will help them prepare for the population of students who attend Reedley College.

The ideal candidate will share Reedley College's commitment to educating its racially and socioeconomically diverse student population. For the 2023-2024 academic year, we enrolled over 15,000 students in which 74% identify as Latinx, 6% as Asian/Pacific Islander, 2% as Black/African American, 15% as White, 1% as American Indian/Alaska Native, and 2% as multiracial. Reedley College is a Hispanic-Serving Institution, reflecting the great responsibility that the College has to the educational attainment and economic well-being of the surrounding community. The successful candidate will join a college dedicated to the students it serves.

Providing services for Reedley College, the coordinator will be responsible for:

- Coordinating and implementing all Career Technical Education (CTE) grants and handling all

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- communication with the grant monitor in Sacramento;
- Ensuring goals/timelines are met precisely and that draw-downs, and internal/external reporting are performed in a meticulous and timely manner;
- Serving as the communications hub for the project;
- Implementing and coordinating activities and document outcomes in accordance with CTE grant requirements;
- Working in collaboration with the Division Dean, third party contractors and college administration to expand and re-design CTE instructional spaces;
- Collaborating and working with CTE faculty and staff to plan, organize and implement college and outreach instructional activities;
- Coordinating activities to promote and publicize the services provided by CTE grants;
- Attending CTE related meetings and events at various sites;
- Tracking budgets and expenditures in coordination with the Dean;
- Developing budget recommendations;
- Maintaining records;
- Preparing reports for the Chancellors Office within the required timelines;
- Recruiting, selecting and training student employees and student aides;
- Overseeing the evaluation process of the CTE projects including annual data collection and analysis;
- Developing and implementing procedures for post-grant data collection and reporting;
- Providing oversight to the CTE JAM and Tiger Regional Occupational Program (ROmP) events;
- Teaching and assisting with interdisciplinary studies classes;
- Coordinating with the Math Center, Tutorial Center, Reading and Writing Center;
- Serving on and attending department, college, and district committees as needed;
- Working assignments in a variety of instructional settings and times, including evening and/or weekends, on-line or off-campus as needed;
- Participating in program review, student learning outcome development and assessment to improve student learning;
- Working assignments in a variety of settings and times, including evening and/or weekends, on-line or off-campus as needed;
- Otherwise fulfilling all of the duties and responsibilities of acuity as required by Administrative Regulation 7122;
- Other duties as assigned.

Minimum Qualifications:

All candidates must have evidence of responsiveness to and understanding of the diverse academic,

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socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, as these factors relate to the need for equity-minded practice within the classroom; **and**

- Any master's degree level discipline in which learning assistance or tutoring is provided at the college where the coordinator is employed; **or**

- A master's degree in education, educational psychology, or instructional psychology or other master's degree with emphasis in adult learning theory; **or**

- A valid California Community College Credential; **or**

- The equivalent education and/or experience (**requires an equivalency**).

Note: If the degrees posted on your transcript(s) do not match **exactly** as stated above, you **must** petition for equivalency.

Desirable Qualifications:

- Experience and skill incorporating elements of diversity, equity, and inclusion into all areas of responsibility;
- Recent experience working with African American, Asian/Pacific Islander, Latinx, Native American, and other racially minoritized students in the classroom and an understanding of how historical patterns of exclusion of these groups in higher education shape patterns of participation and outcomes;
- Experience working with students of various cultural, gender, age, socioeconomic, and ethnic backgrounds including students with disabilities;
- Willingness to examine and remediate one's instructional, relational, and classroom practices to more effectively engage and support racially minoritized students;
- Related work and professional experience;
- Demonstrated ability to communicate effectively with students and staff;

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- Demonstrated ability to work with computers, and other technologies, which are utilized in providing high-quality instruction and support to students;
- Knowledge of the community college and its mission and goals.

Conditions of Employment:

178 duty days per year contingent upon funding. Duty days will be prorated based upon start of assignment.

Salary and Benefits:

Starting annual salary is \$71,054 - \$106,970 based on education and experience. *Duty days will be prorated based upon start of assignment.* An annual doctoral stipend of \$2,419 is available. In addition, the District offers an attractive fringe benefit package including medical, dental, and vision coverage for the employee and dependents, and life insurance. Employees are also members of the California State Teacher's Retirement System (CalSTRS).

Selection Procedure:

Applications will be screened by Human Resources for completeness **and** to determine which applicants meet the minimum qualifications as stated in the job announcement.

From the applicants who meet the minimum qualifications and who have submitted all the required documents by the closing date and time listed on the job announcement, a selection advisory committee will review the candidates who are best qualified based on the minimum and desirable qualifications then determine who will be invited to interview.

The selection advisory committee will rate responses to the interview questions and writing prompt (if applicable). Based on this rating, a small number of applicants will be selected as the "recommended candidates". These candidates will be forwarded to the Vice President and College President for final interviews.

A hiring recommendation will be made by the College President and forwarded to the Board of Trustees of State Center Community College District for final approval.

State Center Community College District is an equal opportunity employer committed to fostering innovation and inclusivity. We respond proactively to the diverse needs of the community and welcome individuals excited to join our District's purpose to support student success both locally and globally. United, we the faculty, classified professionals and administrators pledge to treat all applicants and



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employees fairly and equitably. [SCCCD EEO Plan](#)

For more information, contact the Academic Human Resources Office, 1171 Fulton St, Fresno, California, 93721, (559) 243-7100. For information on Reedley College or State Center Community College District, visit our website at www.scccd.edu. **Please refer to Position No. RDIVC-COR-CTE (Slot #3157)**

Submission of application and related materials is the applicant's responsibility and must be submitted through the district's online applicant portal. The District reserves the right to re-advertise or to delay indefinitely the filling of a position if it is deemed that the applicants for the position do not constitute an adequate applicant pool or if funding is not available. All application materials are subject to verification. False statements may be cause for disqualification or discharge from employment.

Additional Information:

This is a full-time categorically funded position contingent upon funding. The District may fill more than one position from this pool. *About the College*

Reedley College is located in the Central San Joaquin Valley of California in the city of Reedley, which has a population of approximately 25,000. Known as "The World's Fruit Basket," Reedley is in one of the richest agricultural regions of the world. Reedley College was established in May 1926 as Reedley Junior College. Reedley College is located on the historic T.L. Reed Ranch, bordering the Kings River which spans over 420 acres, including a 300-acre farm. Over its nearly 100 years of service to California's Central San Joaquin Valley, Reedley College has been an essential component of higher education offering over 67 programs and degrees taught by approximately 180 full-time faculty and 400 part-time faculty. Some of the programs offered at Reedley College includes an Agriculture, that regularly receives awards for their excellence in teaching, Aviation Maintenance and Flight Sciences, Natural Resources, Forestry and Wildland Fire Fighting, and STEM, including engineering. In addition, the college is also one of 11 community colleges in California to offer students on-campus housing.

[Work for Us! Reedley College](#)

Reedley College's Guided Pathway framework strongly encourages collaboration across disciplines to create inclusive, integrated, and interdisciplinary learning experiences. Reedley College administrators are expected to be knowledgeable about, and willing to support success teams that interact directly with students in their career pathways. Administrators must also be open and willing to participate in culturally relevant professional development that will facilitate their work with the population of students who attend Reedley College



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Reedley College has embraced Guided Pathways with the college's goal in mind, "We motivate and inspire students to succeed". The project is designed to significantly increase the number of students who earn a certificate or degree at a California Community College.

Mission

To cultivate opportunities that empower our students communities through engaging, equity-minded programs and services.

Vision

Providing equitable educational opportunities that transform our students and communities.

Values

To carry out our bold vision, we at Reedley College value:

Equity, Access, and Inclusion:our success depends on every member of our campus community achieving their educational goals

A Focus on Students:our practices, priorities, and policies are created, implemented, and reviewed with a relentless student-first approach

Educational Excellence:the instruction, student services, and experience we provide to each student consistently exceed expectations

Innovation:our words and action are always consistent with our mission

Stewardship:our decisions are made in the context of their financial, social, and environmental impacts on our campus, our region and the world

[RC College Planning Site](#)

To be considered for this position please visit our web site and apply on line at the following link: www.scccd.edu

EOE

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.



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Contact

N/A

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