

Director, Orange County Regional Consortium Workforce  
and Employer Engagement  
Rancho Santiago Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=253760>

Downloaded On: Feb. 26, 2025 5:17pm

Posted Feb. 26, 2025, set to expire Mar. 10, 2025

<b>Job Title</b>	Director, Orange County Regional Consortium Workforce and Employer Engagement
<b>Department</b>	Educational Services
<b>Institution</b>	Rancho Santiago Community College District Santa Ana, California
<b>Date Posted</b>	Feb. 26, 2025
<b>Application Deadline</b>	03/10/2025
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Director/Manager
<b>Academic Field(s)</b>	Administration - Student Affairs Administration - Other
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**Job Description**

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**Director, Orange County Regional Consortium Workforce and Employer Engagement**

**Rancho Santiago Community College District**

**Salary Range:** Grade E: \$145,243.71 - \$194,654.67

**Job Type:** Full Time



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**Job Number:** CL24-01095

**Location:** Santa Ana, CA

**Division:** DO Educational Services

**Closing:** 3/10/2025 5:00 PM Pacific

## POSITION DETAILS

**PLEASE NOTE: Hiring Process Timeline** It is anticipated that the screening activities will be conducted as follows:

- **March 11, 2025:** Screening Review Starts
- **March 14, 2025:** First Interviews
- **March 18, 2025:** Final Interviews

**About Rancho Santiago Community College District** Rancho Santiago Community College District (RSCCD) is one of the most established districts in the state and has been in operation for nearly 50 years. Located in the heart of Orange County, it is one of the largest of California's 72 community college districts, based on the number of credit and non-credit students. RSCCD encompasses 25 percent of Orange County's total area and serves a population of more than 700,000 residents in the communities of Anaheim Hills, Orange, Santa Ana, Villa Park, and portions of Anaheim, Costa Mesa, Irvine, Fountain Valley, Garden Grove, Tustin, and Yorba Linda. The district includes Santiago Canyon College and Santa Ana College, as well as the Centennial and Orange Continuing Education Centers, the Digital Media Center, the Joint Powers Fire Training Center, the Orange County Sheriff's Regional Training Academy, the College and Workforce Preparation Center, and the District Operations Center. RSCCD's three (3) auxiliary Foundations are actively involved in supporting both community and campus programs.

RSCCD's student population is a direct reflection of the diverse communities in the surrounding neighborhoods. As a whole, the district has the honor of serving approximately 55,537 students: 51% Hispanic/Latinx, 20% White, 9% Asian & Filipino, and 2% are African American. RSCCD is a proud Hispanic Serving Institution (HSI) and serves predominately historically underrepresented students. There is a commitment to foster student centered values among our employees to provide equitable student learning, academic excellence, and workforce development. By delivering high-quality educational programs and student support services, the district ensures that students have the

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appropriate resources to achieve their goals.

At RSCCD, our mission is to integrate diversity, equity, inclusion, accessibility, and justice into all aspects of student academics and employee relations. Thus, creating transformational experiences that prepares students and employees to engage in the world with a renewed sense-of-self. Through this commitment, Rancho Santiago Community College District strives to cultivate a learning environment that prioritizes respect, to ensure that RSCCD stakeholders feel valued and supported throughout their academic and professional careers.

**Position Overview** Responsible for managing the Workforce Development and Employer Engagement Initiative of the Orange County Regional Consortium (OCRC) in accordance with the collaborative leadership of the Orange County community college districts and colleges and the California Community College's Chancellor's Office Workforce and Economic Development Initiatives.

**Organizational Duties** This class reports to the designated administrator.

**Representative Duties**

1. Manages the deployment of employer engagement structure and strategies for the OCRC, in collaboration with the OCRC workforce development and employer engagement initiative directors, hosted at community college districts and/or colleges in the Orange County region, to ensure districts and colleges are assisted in expanding work-based learning, improving employment outcomes for students, and being responsive to employer workforce needs.
2. Provides leadership and long-term employer engagement planning in consultation with OCRC workforce development and employer engagement initiative directors for the implementation of impactful strategies, such as:
  - o Work-Based Learning, Apprenticeships, Internships, and Faculty Externships.
  - o Career Placement, Comprehensive Supports, Career Pathways, Assessment and Articulation of Prior Learning.
  - o Alignment of Programs with Industry Training and Education Needs.
3. Manages the evaluative process, in collaboration with the OCRC Chair and OCRC workforce and employment engagement initiative directors, to measure and report on the effectiveness of the OCRC employer engagement strategies.
4. Assists OCRC workforce and employer engagement initiative directors with facilitating region-wide convenings to ensure equitable workforce training that it is accessible, efficient, responsive, data-driven and improves outcomes.
5. Convenes OCRC workforce and employer engagement initiative directors in regular standing meetings to review workplan objectives and activities, and track, compile, and report outcomes for the following employer engagement benchmarks:

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- Expand Work-Based Learning Opportunities for All Students;
  - Increase Student Employment Outcomes;
  - Responsiveness of Colleges to the Training Needs of Employers.
6. Facilitates connections between the colleges and employers, in collaboration with the OCRC workforce and employer engagement initiative directors.
  7. Supports and coordinates employer engagement efforts, in collaboration with OCRC workforce and employer engagement initiative directors to promote Orange County community colleges' and adult education centers' career and technical education career programs and pathways that are informed by updated Labor Market Information and occupational data.
  8. Organizes consortium-wide employer engagement meetings and represents the consortium at statewide and regional employer engagement meetings.
  9. Works with OCRC workforce and employer engagement initiative directors to plan, develop and implement employer engagement strategies with business and industry.
  10. Works with various workforce and economic development agencies in Orange County to align and leverage employer engagement strategies to prepare and connect students for work-based learning opportunities.
  11. Serves as an active member of state-wide, regional, or local committees to represent the OCRC's employer engagement initiative, as appropriate.
  12. Responsible for compliance with program guidelines, contract regulations and other rules and regulations affecting employer engagement strategies for the OCRC member community college districts' colleges' career education programs.
  13. Serves on OCRC-appointed governance committees.
  14. Works with college administration, faculty and staff to promote the OCRC employer engagement initiative, and coordinates activities with OCRC member community college districts' and colleges' workforce and economic development programs; and performs other duties as assigned.
  15. Manages and monitors the employer engagement annual budget and related sub-agreements to ensure performance and effective fiscal management.
  16. Responsible for interpreting and implementing the rules and policies of the Board of Trustees and the directive of the Chancellor as they affect workforce and economic development activities related to employer engagement.
  17. Gathers and analyzes data for reporting on workforce and engagement initiatives and to satisfy accountability requirements.
  18. Researches and prepares regular and special reports related to the OCRC employer engagement initiative.
  19. Maintains compliance with funding terms and conditions supporting the employer engagement initiative and other appropriate state and federal regulations and policies, as appropriate.
  20. Maintains current knowledge of federal and state legislation affecting the OCRC regional

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collaboration and coordination employer engagement initiative and workforce and economic development and labor market conditions.

21. Develops relationships with appropriate professional organizations.
22. Participates in community activities related to areas of responsibility.
23. Serves as the OCRC liaison for the Orange County region-wide employer engagement strategies.
24. Serves as regional liaison to external business and appropriate community organizations.

## QUALIFICATIONS

**Education and Experience** A Master's degree AND a minimum of three (3) years of experience in career and technical education, economic and workforce development, employer engagement, and regional project development.

**Knowledge and Abilities** Thorough Knowledge of:

1. Administration, supervision and training principles.
2. Delivering results in outcome-based workforce and economic development initiatives.
3. Excellent communication skills, including: a) written, b), oral, and c) active listening.
4. Leading discussions and making presentations using appropriate technological resources.
5. Facilitating large groups.
6. Teaching experience in community college career and technical education programs.

Ability to:

1. Communicate effectively in writing and speaking for diverse audiences and stakeholders.
2. Interpret and apply federal, state and grant regulations to implement programs to meet target objectives, remain compliant with grant terms and conditions and institutional policies and procedures and be fiscally sound.
3. Interpret data and statistical information to effectively manage programs that are successful in meeting their objectives.

## APPLICATION PROCESS

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To ensure full consideration, all applicants must submit a complete online Rancho Santiago Community College District application that includes the items listed below by the position's closing date. Recruitment will review all applications for completeness, and only complete application packets will be forwarded to the screening committee for further review.

**A Complete Application Packet Must Include the Following:**

1. RSCCD Online Application
2. Cover Letter
3. Resume - details all relevant education, training, and other work experience
4. Academic Transcripts (unofficial copies are accepted)

**Hiring Process Timeline** It is anticipated that the screening activities will be conducted as follows:

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**Foreign Degrees**

Transcripts from countries other than the United States must be evaluated by an agency that is approved by or a member of the National Association of Credentials Evaluation Service (NACES) or the Association of International Credential Evaluators, Inc. (AICE), or Commission on Teacher Credentialing (CTC).

**Application Screening** In addition to the requirements and responsibilities listed, the following criteria (as appropriate) may be considered in selecting candidates:

1. Education experience breadth and depth.
2. Work experience breadth and depth.
3. Demonstrated leadership capabilities.
4. Program development.
5. Community involvement.
6. Demonstrated experience in working with a diverse socio-economic community.
7. Demonstrated ability to work cooperatively with others.

Based on the information presented in the application materials, a limited number of candidates with qualifications most pertinent to the position will be invited to participate in the selection process, which may include a written test and an oral interview.



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Meeting the position's minimum requirements does not guarantee advancement in the selection process. Candidate qualifications will be assessed to determine those who meet and exceed requirements and are deemed the most competitive in the applicant pool. **Interview** Applicants selected for an interview may be required to take additional tests or assessments and will be notified of such prior to the date of the interview. During the oral session, those selected for interviews will, in addition to the above, also be evaluated on the following factors:

- Oral communication skills
- Presentation
- Problem-solving skills

A predetermined set of questions will be asked of all applicants interviewed. Applicants are requested to provide thorough yet concise information on their related experience to ensure the correct evaluation of their qualifications. Evaluation criteria will be applied consistently to all applicants.

**Disability Accommodations** Individuals who require reasonable accommodations in the Application or Interviewing Process in accordance with ADA should notify the Recruitment Office in the Human Resources Division at least two days prior to the closing date, by calling (714) 480-7455.

**Conditions of Employment** The selected candidate is required to complete the following before employment as part of the onboarding process:

1. Present original documents for proof of eligibility to work in the United States.
2. Provide a certificate of Tuberculosis Exam.
3. Fingerprints (by a Live Scan Agency at the candidate's expense, and clearance must be received before the first day of employment)
4. Submit official transcripts.

## EEO STATEMENT

The Rancho Santiago Community College District (RSCCD) is committed to the concept and principles of staff diversity and equal employment opportunity by prohibiting discrimination based on ethnic group identification, national origin, religion, age, sex, race, color, ancestry, sexual orientation, physical or mental disability, gender identity, medical condition (cancer-related or genetic characteristics), marital status, citizenship, or service in the uniformed services, or on the basis of these perceived characteristics or based on association with a person or group with one or more of these actual or





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perceived characteristics. Applications from all persons interested in the position are encouraged.

To apply, please visit <https://www.schooljobs.com/careers/rsccd/jobs/4784759/director-orange-county-regional-consortium-workforce-and-employer-engagement>

### Contact Information

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

### Contact

Educational Services  
Rancho Santiago Community College District

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