

**Senior Coordinator, Parenting and Family Engagement
Austin Community College**

Direct Link: <https://www.AcademicKeys.com/r?job=262356>

Downloaded On: Sep. 11, 2025 4:42pm

Posted Sep. 11, 2025, set to expire Nov. 29, 2025

Job Title	Senior Coordinator, Parenting and Family Engagement
Department	Staff
Institution	Austin Community College Austin, Texas
Date Posted	Sep. 11, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Administration - Other
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Job Description	

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Senior Coordinator, Parenting and Family Engagement

Austin Community College

Job Posting Closing Times: Job postings are removed from advertising at **12:00 A.M.** on the closing date e.g., at midnight on the day before the closing date.

Austin Community College employees are required to maintain a domicile in the State of Texas while working for the college and throughout the duration of employment. [-AR 4.0300.01](#)

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[If you are a current Austin Community College employee, please click this link to apply through your Workday account.](#)

Austin Community College is a public two-year institution that serves a multicultural population of approximately 41,000 credit students each Fall and Spring semester. We embrace our identity as a community college, as reflected in our mission statement. We promote student success and community development by providing affordable access, through traditional and distance learning modes, to higher education and workforce training, including appropriate applied baccalaureate degrees, in our service area.

As a community college committed to our mission, we seek to recruit and retain a workforce that:

- Values intellectual curiosity and innovative teaching
- Is attracted by the college's mission to promote equitable access to educational opportunities
- Cares about student success and collaborates on strategies to facilitate success for populations including; first generation college students, low-income students, and students from underserved communities.
- Focused on student academic achievement and postgraduate outcomes
- Welcomes difference and models respectful interaction with others
- Engages with the community both within and outside of ACC

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Job Posting Title:

Senior Coordinator, Parenting and Family Engagement

Job Description Summary:

The Senior Coordinator, Parenting and Family Engagement will provide leadership and support for programs and services that support parenting students and families. This role involves developing and implementing programs designed to support the academic success of students who are parents or guardians and working to engage families in the educational process. The Coordinator will serve as the designated liaison for parenting students, foster care alumni, and their families, ensuring they have access to essential resources, support services, and engagement opportunities. This position will collaborate closely with campus departments, community organizations, and other key stakeholders to ensure the success and well-being of parenting students and their families.

Job Description:

Description of Duties and Tasks

- Develop and coordinate programs and resources that support the academic and personal success of parenting students and families, including access to childcare, emergency funds, academic advising, and other student support services.
- Act as the designated Parenting Student Liaison, advocating for the needs of students who are parents or guardians, and ensuring they have access to necessary resources.
- Develop outreach and engagement strategies to encourage family involvement in student academic progress, including workshops, seminars, and family events.
- Provide direct support to parenting students, including one-on-one consultations, referrals, and resource navigation.
- Build and maintain strong partnerships with campus departments, community organizations, and external service providers to enhance available services and resources for parenting students and families.
- Collaborate with the Director, Parenting and Family Engagement to identify programmatic needs, develop new initiatives, and ensure the successful delivery of services.
- Coordinate with the Foster Care Liaison and other campus advocates to provide wraparound services for students facing intersecting challenges.
- Design and implement initiatives and programs aimed at fostering an inclusive and supportive environment for parenting students and families, including parent support groups, family

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engagement events, and parenting education programs.

- Manage and monitor the implementation of family-oriented services, ensuring that all programs are accessible, inclusive, and equitable for all student demographics.
- Promote the availability of resources and services to parenting students through various communication channels (e.g., campus newsletters, emails, social media).
- Serve as a point of contact for parenting students seeking information or resources related to academic support, financial aid, childcare, housing, and mental health services.
- Advocate for the needs of parenting students and their families, ensuring that policies and procedures reflect their unique circumstances and challenges.
- Ensure that parenting students are aware of financial aid options, emergency funds, and other financial resources available to support them and their families.
- Plan and coordinate family-friendly events and workshops designed to engage students and their families, including parenting seminars, child care resources, and family-building activities.
- Create and facilitate opportunities for families to engage with the college community, providing opportunities for social support and involvement.
- Collect data on parenting student engagement and family involvement in college activities, programs, and services.
- Track and report on program effectiveness and outcomes, including participation rates and student success metrics.
- Provide regular updates and reports to the Director of Parenting and Family Engagement regarding program progress, challenges, and recommendations for improvements.

Knowledge

- Best practices for supporting parenting students in higher education.
- Knowledge of local community resources and support services for families and children.
- Family engagement strategies and initiatives.
- Child care resources, educational programs, and services for parenting students.
- Understanding of student support services, including financial aid, academic advising, and counseling.

Skills

- Strong interpersonal skills and the ability to build and foster relationships with students, families,

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and community partners.

- Excellent communication and organizational skills, with the ability to manage multiple tasks and priorities.
- Ability to develop and implement effective programs and initiatives for parenting students.
- Strong problem-solving and critical thinking skills, with an ability to address the unique challenges faced by parenting students.
- Ability to create a welcoming and inclusive environment for students and families from diverse backgrounds.

Technology Skills

- Proficiency in Microsoft Office Suite (Excel, Word, PowerPoint) and data management tools.
- Experience with student information systems, tracking tools, and communication platforms.
- Familiarity with virtual meeting platforms for family engagement activities.

Required Work Experience

- Two (2) years of related work experience.

Preferred Work Experience

- Experience working with student services, family engagement, or parenting students in a higher education or community-based setting.

Required Education

- Bachelor's degree in Social Work, Education, Psychology, or a related field.

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Preferred Education

- Master's degree in Social Work, Counseling, Higher Education Administration, or a related field.

Physical Requirements

- Work is performed in an office and community outreach environment.
- Subject to standing, walking, sitting, bending, reaching, pushing, and pulling.
- Occasional lifting of objects up to 20 pounds.

Safety

- Ensure compliance with health, safety, and accessibility standards when coordinating family events and engaging with students and families.
- Foster a safe and supportive environment for parenting students and their families, ensuring that all programs and services are trauma-informed and inclusive.

Salary Range

\$66,544 - \$83,179

Number of Openings:

1

Job Posting Close Date:

September 20, 2025

Clery Act

As required by the US Department of Education, employees are required to report violations under Title IX and, under the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act

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(Clery Act), select individuals are required to report crimes. If this position is identified as a Campus Security Authority (Clery Act), you will be notified, trained, and provided resources for reporting.

Disclaimer

The above description is an overview of the job. It is not intended to be an all-inclusive list of duties and responsibilities of the job, nor is it an all-inclusive list of the skills and abilities required to do the job. Duties and responsibilities may change with business needs. ACC reserves the right to add, change, amend, or delete portions of this job description at any time, with or without notice. Employees may be required to perform other duties as requested, directed, or assigned. In addition, reasonable accommodations may be made by ACC at its discretion to enable individuals with disabilities to perform essential functions of the job.

To apply, please visit: https://austincc.wd1.myworkdayjobs.com/en-US/External/job/Austin-Community-College/Senior-Coordinator--Parenting-and-Family-Engagement_R-8292

Contact Information

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

Contact

Staff

Austin Community College

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