**Pathway Guidance Manager**

Position Summary

Portland Community College is seeking a Pathway Guidance Manger to provide day to day operational support to practitioners working in a responsive holistic case management in a guided pathways model. The successful candidate will be able to provide support and develop practitioners around culturally responsive frameworks. This role will advance our efforts toward achieving equitable student success. If this sounds like a position that interests you, please consider applying today!

This position is part of an educational community that values cultural competency and inclusive teaching and learning practices. Incoming student affairs professionals will be provided with mentorship, professional development, and opportunities to connect with stakeholders across the district. For more information about Portland Community College’s commitment to equitable student success.

For additional information please visit - <https://www.pcc.edu/yess/>.

See the classification description for additional information: <https://www.pcc.edu/hr/employment/management-jobs/pathways-guidance-manager/>

Candidate Profile

These qualifications, skills and abilities are critical for success in this position.

Throughout the screening process, you will be evaluated based on the demonstration of these qualifications.

We are interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. We welcome applicants who bring a diversity of identity, culture, experience, perspective, and thought. If you meet the minimum qualifications, we encourage you to apply even if you do not believe you meet every one of the success criteria qualifications described below. You are also encouraged to address how your professional and lived experience, scholarship, teaching, mentorship and/or service will contribute to the College.

* Demonstrates awareness of one’s own cultural background, privilege, intersectionality and how they influence perceptions, values, and practices and engages in the way they shape their relationship to students and staff.
* Demonstrate a history of using an equity lens in one’s work through the ability to disrupt prejudice, discrimination, microaggressions, racism and create restorative opportunities for students and staff at the interpersonal, intergroup, and institutional levels.
* Ability to participate in the creation and execution of a vision for the College’s mission balancing compliance with flexible, multimodal, and inclusive delivery.
* Demonstrate an ability to use data and assessment outcomes to support programming and services.
* Familiarity with systems, approaches and best practices related to career exploration, job readiness support and advising/coaching.
* Ability to foster, create, and empower an effective team through facilitation and support of professional development, training and mentoring. Guide staff toward a student-centered model that is accessible and inclusive.
* Ability to engage in collaborative leadership with institution-wide cross-functional leaders and teams. Implementation of processes in support of continuous improvement of services.

Minimum Qualifications

To be considered, your application must demonstrate these minimum qualifications. (Experience is calculated based on the start and end dates you provide multiplied by the number of hours per week worked).

* Bachelor’s Degree in Education, Social Science, or related area. Three (3) years progressively responsible experience related to the area of assignment including two (2) years of lead or supervisory experience. Successful completion of PCC LEAD Academy or a comparable external leadership training program may substitute for up to 6 months of lead or supervisory experience.
* OR Bachelor’s Degree in any field AND five (5) years progress years progressively responsible experience related to the area of assignment including two (2) years of lead or supervisory experience. Successful completion of PCC LEAD Academy or a comparable external leadership training program may substitute for up to 6 months of lead or supervisory experience.
* OR Seven (7) years progress years progressively responsible experience related to the area of assignment including two (2) years of lead or supervisory experience. Successful completion of PCC LEAD Academy or a comparable external leadership training program may substitute for up to 6 months of lead or supervisory experience.

Position Grade J

Starting Salary Expectations Minimum $68,013 to range midpoint of $83,313 Placement will generally not exceed the mid-point, based on qualifications, experience, and internal equity.

Position Grade Salary Range $68013 to $98617 Annual Salary

FTE 1

PCC Benefits

PCC offers a comprehensive benefit package designed to provide employees and their families, including domestic partners, with access to a broad range of benefit options. Includes Health, Dental, and Vision options, Group Life, Long-term Disability, Long-term Care, and Auto and Home Insurance programs.

PCC currently fully funds the Oregon Public Employees Retirement System (PERS/OPSRP) pension and contributes an additional 6% into the employee's Individual Account Program under PERS/OPSRP. After one year of management or confidential service, PCC also provides a 2% contribution to a 403(b) account for eligible management and confidential personnel. PCC offers a tax deferred annuity program and a deferred compensation program where employees may save additional pre-tax dollars for retirement.

Additionally, PCC provides a tuition waiver for you, your spouse/domestic partner, and dependent children under 24 years of age, as well as partial tuition reimbursement for full-time employees at other accredited institutions.

Paid Leave: (Pro-rated by FTE for Part-Time Employees)

- 14.67 hours of vacation leave per month

- 1 day of sick leave per month

- 11 holidays

- 3 additional personal leave days per year

View a complete list of PCC benefits.

Working Conditions and Physical Requirements Work environment includes frequent disruptions and changes in priorities. Work is generally performed in an office environment with frequent interruptions and irregularities in the work schedule. Working hours may vary and occasional evening or weekend work is required. Frequent travel to other locations is required. No special coordination beyond that used for normal mobility and handling of everyday objects and materials is needed to perform the job satisfactorily.

Background Check Required Yes

Portland Community College complies with the Oregon Veterans' Preference in Public Employment law which provides qualifying veterans and disabled veterans with preference in employment. You will be given instructions during the application process to claim Veterans' Preference in the recruitment of this position, and to provide the documents required for verification of eligibility. Please do not send your documentation to the hiring manager directly. For verification of eligibility, please submit the following documentation:

Veterans: DD214

Disabled Veterans: DD214 and Letter from the Department of VA

Portland Community College is committed to hiring and retaining a diverse workforce. We are an Equal Opportunity Employer, making decisions without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or any other protected class.

LINK: <https://pcc.csod.com/ats/careersite/JobDetails.aspx?id=1899&site=10>