



## Education Equity & Advancement Coordinator

*Full-time, Grant funded*

Washington County Community College is seeking a talented professional with a strong work ethic to fill a new position in the Workforce Development Department. The Education Equity & Advancement Coordinator position is a two-year grant funded partnership with Washington County Community College, Maine Department of Correction (MDOC) and the Harold Alfond Center for the Advancement of Maine's Workforce, with the potential for additional years of funding.

Under the direction of the Dean of Workforce Development and Community Engagement, this position will work to ensure and promote equitable access to post-secondary and workforce educational opportunities through Maine's Community Colleges for justice involved residents at Maine's correctional facilities. The work will build upon and expand the successful programming built and delivered by Washington County Community College at Southern Maine Women's Re-Entry Center, The Women's Center, and Mountain View Correctional Facility. The position will also assess current education/vocational services and develop a plan for enhancing and expanding delivery in MDOC facilities.

**Qualifications:** Bachelor's degree in related field such as workforce/economic development, business management, education, and/or human resources. A master's degree is desirable. The right candidate should have excellent written, oral communication, and organization skills; proven experience in systems assessment and program evaluation; strong project management skills; and excellent computer skills. Ability to handle multiple projects in a high-energy and fast-paced work environment is a must. New employees are currently required under COVID protocol to provide proof of having been fully vaccinated.

**Salary:** Full-time, grant funded, MEA Administrators Unit anticipated salary \$40,040 to \$52,430 commensurate with credentials and experience. Opportunities for remote work are available. Statewide travel will be required.

**Benefits:** Employer paid health, dental and life insurance for employees (spouse/domestic partner/dependent coverage also available), vision insurance, choice between Maine Public Employees Retirement System or TIAA CREF, generous sick/personal time allowances, professional development, and free tuition within the MCCS for employee, spouse, and qualifying dependents.

**Application Process:** Please send cover letter, resume, unofficial transcripts, and a list of three professional references by close of business Friday, April 15, 2022 to [resume@wccc.me.edu](mailto:resume@wccc.me.edu) or mail to: Robyn Leighton, Human Resource Coordinator, Washington County Community College, One College Drive, Calais, ME 04619 *WCCC is an EO/AA Employer*