

## Director of Career Pathways Initiative

East Arkansas Community College is seeking qualified applicants for the Director of Career Pathways. This grant-funded position, developed in collaboration with the Arkansas Division of Higher Education and the Division of Workforce Services, is responsible for overall management of the initiative, including fiscal and day-to-day activities, such as developing, implementing, and assessing the activities of campus CPI staff.

**Essential duties and responsibilities** include: making certain program operations are consistent with the ADHE/DWS Memorandum of Agreement and the CPI Annual Plan; developing the campus budget; submitting monthly requests for reimbursements; monitor program spending and ensure expenditures support the program and its participants. The Director will also engage in: advising students through coaching and case management tenets; serving as the liaison to ADHE/CPI staff and thus communicate and disseminate policies and procedures to appropriate parties; providing recommendations for hiring staff, training staff, and evaluating staff performance.

**Competencies** of qualified applicants should include: the ability to engage in project management; the ability to serve as a change agent; the skills to provide motivation and trust through leadership; a demonstrated ability to effectively manage people; the ability to reflect, through practice, an understanding of business acumen, budgeting and fiscal policies; and the ability to recognize the critical importance of communication skills, particularly with students, campus personnel, and agency partners.

### **Minimum Education and Experience Required:**

A Master's degree with five years of experience or equivalent combination of education and experience; those applications with experience working in higher education and/or state agencies will be given preference.

**Salary Range:** \$48,000.00 to \$51,500.00

Please submit an EACC application, which can be found at [www.eacc.edu/employment](http://www.eacc.edu/employment), resume' or vitae, and transcript(s) to the EACC Office of Human Resources, 1700 Newcastle Road, Forrest City, AR 72335. You may also submit documents via email to [humanresources@eacc.edu](mailto:humanresources@eacc.edu). Review of applications will begin immediately and continue until the position is filled. EACC is an AA/EO employer.