



**TRIO Student Success Services Coach
Temporary Grant Funded Position
Anticipated Start date - May 23, 2022**

FUNDING: Position is funded through July 2025 by a TRIO Student Success Services grant but may continue if additional funds become available.

STARTING SALARY RANGE: \$40,183 - \$52,430

BENEFITS: 100% employer paid health, dental and life insurance for employees (spouse/domestic partner/dependent coverage also available), vision insurance, choice of Maine Public Employees Retirement System or TIAA CREF in lieu of social security, generous vacation/personal/sick time allowances, 13 paid holidays, professional development, and free tuition within the MCCS for employees, spouse and/or dependents.

JOB DESCRIPTION: The TRIO SSS Coach works as part of a team to design and deliver a full program of support and activities focused on improving the success of “at-risk” students who are being considered for or are actively participating in the federally funded TRIO program. This position provides direct service and support to students through academic, career and college planning, and monitoring student progress toward graduation from college. Specific responsibilities include the provision of guidance and mentoring to optimize the student retention and success in Student Support Service program. Emphasis is placed on program improvement, direct student services and achievement of grant goals for student success. The TRIO SSS Coach reports to the TRIO SSS Director.

*Southern Maine Community requires COVID-19 vaccination for new employees and will consider accommodations for religious and medical based reasons.

MINIMUM QUALIFICATIONS: Bachelor’s degree in Education, Counseling, Psychology, Social Work, or related field. Two or more years direct service experience working with adolescents or young adults (three or more years related work experience preferred). Demonstrated knowledge of developmental education and understanding of the various risk factors associated with TRIO SSS participants.

KNOWLEDGE, SKILLS & ABILITIES REQUIRED:

- Demonstrated sensitivity and experience working with participants from diverse social, economic, ethnic, academic, and cultural backgrounds similar to that of TRIO SSS participants
- Demonstrated understanding of barriers to be overcome by TRIO SSS participants
- Demonstrated commitment to TRIO SSS goals of educational access/success for low income, first-time students and students with disabilities
- Appreciation of cultural and individual differences with respect to adolescents, young adults and non-traditional adult students
- Strong interpersonal, problem solving, communication, and technology skills
- Proficient with Word, Excel, PowerPoint, database software and Student Information Systems
- Excellent interpersonal and written communication skills
- Experience coordinating activities with faculty, staff, and students in a post-secondary advising setting
- Knowledge of student development, curriculum planning, and understanding the wide range of our students’ needs
- Ability to relate to a diverse student body

APPLICATION PROCEDURE: Review of applicants will begin on **March 28, 2022** and will continue until the position is filled. Interested applicants should submit a cover letter, resume and a list of three professional references to HR@smccME.edu or mail to:

**Southern Maine Community College
2 Fort Road, South Portland, ME 04106
Attention: HR Department**

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