



**SNOW
COLLEGE**

OPEN POSITION:

Community Outreach Coordinator



About Our College

Snow College is a two-year public college. **In January of 2020 The Chronicle of Higher Education ranked Snow College #1 in the nation for student success of two-year colleges.** Located in the heart of Utah, at the foot of the Wasatch Mountains, Snow College is the oldest comprehensive two-year college in the Western United States.

The College was established in 1888 and excellence continues to be the hallmark of our work and activities. We are the preferred choice of approximately 6,000 students who want a small college experience filled with a variety of activities, events and performances, to go along with their outstanding academic opportunity.

Snow College offers programs and courses which are highly interactive and are designed to reach a broad spectrum of students: high school students desiring college courses, traditional on-campus students, technical education students, online students, and non-traditional students who wish to start or complete a degree. With campuses located in Ephraim, Richfield, and online, students are able to complete degrees in Associate of Arts, Science or Applied Science or have the option of numerous specialized, short-term technical training certificates and diplomas including a few programs with bachelor's degrees. Snow is committed to the success and positive experience of every one of these students.

Highlights

- Snow College won **2021 Best of State Awards** in the following areas: Higher Education Administrator, College/University Teacher, Educational Advisor, Curriculum Development, and the Best of State Statue award in Education.
- Small class sizes result in students receiving more personal attention and specialized assistance from dedicated professors and advisors.
- Low tuition, housing and fees make Snow College the most affordable and best valued college in Utah.

Mission

Snow College continues a tradition of excellence, encourages a culture of innovation, and cultivates an atmosphere of engagement to advance students in the achievement of their educational goals.

Roles of Snow College

Building upon a tradition and heritage of academic distinction and personalized attention, Snow College fills the following roles:

1. Snow College serves as one of the nation's finest two-year transfer institutions with a focus on liberal arts and sciences, and maintains cooperative relationships with distinguished colleges and universities.
2. Snow College enhances the economic development of Central Utah through partnering with business, industry, government, and community to provide high-demand professional, career, and applied technology education.
3. Snow College enriches the educational, cultural, and recreational life of Central Utah through community and continuing education opportunities, cultural and athletic events, and community outreach services.
4. Snow College is dedicated to helping individual students achieve their academic goals through a caring, personalized learning environment, providing comprehensive student success services, library and learning resources, and targeted supplemental and developmental education programs.
5. Snow College focuses on developing the whole student and encourages student involvement in a wide variety of co-curricular activities, service organizations, service learning opportunities, academic and special interest clubs, athletics, and student leadership opportunities.
6. Snow College welcomes all who will gain from or contribute to its educational and student-centered environment including individuals with diverse backgrounds and perspectives.
7. Snow College partners with higher education institutions which offer baccalaureate and graduate programs in select disciplines for the citizens of Central Utah.



The Job

Description:

Snow College Science, Technical Education, Engineering, Mathematics (STEM) and Entrepreneurship programs are filling the need for STEM and CTE pathway visualization. Through taking education and training to rural areas of Central Utah, Snow College achieves its strategic goals and Utah System of Higher Education mission in serving the needs of the Six-County region of Utah.

This position is focused on coordinating and delivering experiences in Science, Technical Education, Engineering, Mathematics (STEM) and entrepreneurship to K-12 students to create interest to pursue education to obtain skills that are in demand throughout Snow College's Central Utah Service area. The position also focuses on taking skill training to industry partner's employees for reskilling and upskilling their abilities. The successful candidate will join a cohesive team of Science, Technical Education, Engineering, Mathematics (STEM) and entrepreneurship faculty and instructors to promote interest in STEM and technical education and attract students to Snow College's thriving STEM and entrepreneurship departments. Applicants should be proficient in communication, planning, and coordinating to meet the ongoing objectives of this project. Applicants will have the ability to work well with people of all ages from academically, culturally, and socioeconomically diverse backgrounds.

This is a 10 - month staff appointment and is eligible for full college benefits.

Qualifications:

- Experience in areas of Science, Technical Education, Engineering, Mathematics (STEM), underscored by a drive to learn and share the opportunities STEM careers as well as entrepreneurship opportunities. Experience in multiple areas of Science, Technical Education, Engineering, Mathematics (STEM) is a plus.
- Able to drive a large van pulling trailer within a 150-mile radius of Snow College, lift 50 pounds, move and position rolling carts weighing up to 200 lbs., basic computer setup and operation and troubleshooting software.

Preferred Qualifications:

- Previous teaching experience in either secondary education, higher education, or five years of industry experience in any STEM or technical education field

Duties:

Essential Job Duties

- Be proficient in all forms of communication, written, verbal, email, and texting.
- Have proficient organization, scheduling, planning, and coordinating skills.
- Become familiar with, and abide by, all college policies with priority given to policies that govern interactions with colleagues, staff, administrators, and departments throughout the college.
- Maintain professional etiquette in communications with staff, faculty, and administrators, K12 partners, and industry partners.
- Enhance teaching and learning techniques, hands on and engaged lab exercises and science demonstrations.
- Create an effective learning and exploratory environment.
- Work with technical education, STEM and entrepreneurship faculty to maintain and acquire needed equipment and tools through purchasing and/or donation.
- Maintains a professional and collegial behavior.

Program Growth and Performance

- Work with the college technical education, STEM and entrepreneurship teams to promote and recruit students into college programs to attain college growth goals.
- Work with Snow College CTE Director, Snow College Economic Development team, regional school districts CTE directors, and CTE instructors for seamless CTE pathways into technical education and STEM programs and employability in industry.

- Partner with technical education and STEM faculty to work with, and collaboratively engage with industry stakeholders to provide opportunities for their employee to reskill and up skill and acquire certifications and credentials to improve their economic opportunities and Central Utah's economy.

Service to the College

- Understand and commit to the mission of technical education at Snow College.
- Develop and participates in student recruitment and retention strategies in the STEM area.
- Promote and model college values with colleagues, students, and community and industry stakeholders
- Identify budgetary needs and priorities and be responsible for meeting and managing program budgets.
- Serve on college committees.

Professional Activity

- Participate in collegial mentoring relationship, serving as mentor and/or mentee.
- Pursue professional development activities and strive to stay current in the field.
- Form alliances and collaborations with industries and businesses.

Driving a large van often times pulling trailer with the Six-County service area. Lift 50 lbs and be able to handle up to 200 lbs. of equipment on a rolling cart.

Diversity & Inclusion

The Snow College administration, faculty, staff, and students, affirm our commitment to diversity and inclusion, and consider them essential elements of a vibrant learning community and integral to our institutional mission. We are determined to foster an environment of inclusion, diversity, openness, and respect for the many differences that will enrich the Snow College community, including race, ethnicity, religion, gender, age, socioeconomic status, national origin, language, sexual orientation, and disability.

Snow College:

- Encourages and welcomes respectful dialogue and exploration of diverse ideas, topics, perspectives, and issues to enrich our campus community.
- Promotes equitable access to all in academics, leadership opportunities, and employment.
- Enhances opportunities by encouraging all to share their cultural experiences and identities, allowing others to learn from this exchange.
- Invites applicants and employees from all backgrounds to foster respect, understanding, awareness, pluralism, and cooperation in an increasingly complex, diverse, global society.

Strategic Plan

This position is an important part of the College's **Strategic Plan**.

Living & Working in Sevier County

Sevier County: countless hiking and ATV trails, Fishlake National Forest, an hour away from Capitol Reef National Park, Eyes to the Sky Balloon Festival, concerts and other events at the Sevier Valley Center, rodeo and equestrian events, Fremont Indian State Park, and more on the **Sevier County Website**.



THANK YOU!

Thank you for your interest in Snow College!

Please apply at <https://www.schooljobs.com/careers/snowcollege>.

This position will remain open until filled, but applications received by 11:59 PM on July 7, 2023, will be eligible for review by the hiring committee. Applications received after that date may not be reviewed by the hiring committee unless deemed appropriate by college administrations.

If you have any questions regarding this position, please contact the HR Recruiting Specialist at jobs@snow.edu or hr@snow.edu.

