



NORTHERN MAINE COMMUNITY COLLEGE

POSITION ANNOUNCEMENT

DATE: June 22, 2018

POSITION TITLE: Student Navigator: Navigating Success

MINIMUM QUALIFICATIONS: Baccalaureate degree and two years of recent experience in higher education, knowledge of and proven experience in student advising. Excellent interpersonal and presentation skills. **Desirable:** Master's degree, four years of recent experience in a community college, experience in student advising, knowledge of best-practices in academic learning communities, excellent writing and presentation skills, demonstrated ability to collaborate effectively with faculty, administrators, and staff.

RESPONSIBILITIES: This full-time position is designed to ensure the planning, organization, and administration of focused academic and student support services for specific cohorts of individuals: matriculated adults (24+); matriculated attending part-time (<12 cr. hrs/semester); and, non-matriculated to matriculated. The position works closely with and supports admissions staff, counseling and student support services staff, and faculty advisors. Student Navigators will test and refine student support services designed to help eligible students persist in the program of study and may support outreach to this cohort by other college offices such as admissions, career planning and transfer. This position is paid for by a grant from the John T. Gorman Foundation from July 2016 to June 2019.

APPLICATION PROCEDURE: Position will remain open until filled. Interested applicants should submit a cover letter, resume, transcripts and a list of three professional references to bhummel@nmcc.edu or mail to:

Northern Maine Community College
33 Edgemont Drive
Presque Isle, ME 04769
Attn: Beth Hummel, HR & Payroll Coordinator

Northern Maine Community College is an Equal Opportunity/Affirmative Action institution and employer.