



Date: October 7, 2016
Title of Position: Academic Counselor – TRIO Advisor
MCCC Unit Position; Grade 5
Salary: Estimated range \$56,524 - \$58,150 (per MCCC contract); grant-funded with benefits
Effective: December 2016

Position Overview: The Academic Counselor/TRIO Advisor is responsible for providing academic support to TRIO students to help them identify and meet their educational goals. This includes: identifying and recruiting students; conducting initial orientation sessions; providing on-going advising; developing and providing student retention activities; providing appropriate support services and related activities consistent with the TRIO program objectives.

Qualifications: Master’s Degree in relevant discipline; with 3 years of experience and/or training; or equivalent combination of education, training and experience. Experience working with developmental students in a teaching and advising capacity. Excellent communication and organizational skills.

Additional information: Source of Funding: TRIO grant
Area of Assignment: Enrollment Management
Supervisor: Dean of Students

MCCC AFSCME DCE Non-Unit Full-time Part -Time

Application Procedures: For consideration, send cover letter, resume, and a list of names and telephone numbers for three (3) current professional references to the Human Resources Office, Berkshire Community College, 1350 West Street, Pittsfield, MA 01201.

tkozlowski@berkshireecc.edu

Application closing date: October 24, 2016. BCC is committed to providing an inclusive learning and working environment that values the diverse backgrounds of all people and encourages applications from individuals whose experiences and perspectives model the opportunities and success derived from a college education.

Berkshire Community College is an affirmative action/equal opportunity institution and does not discriminate on basis of race, creed, religion, color, gender, gender identity, sexual orientation, age, disability, genetic information, maternity leave, military service, and national origin in its education programs or employment. All inquiries concerning application of the above should be directed to Deborah Cote, Vice President for Human Resources, Affirmative Action Officer, and Coordinator of Title IX and Section 504, at 413-499-4660, ext 1022, Susan B. Anthony Annex Building, Room A19.