

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT
STRATEGIC HIRE REQUEST**

March 15, 2023

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title: Facilitator III</p> <p>Position #: IA- 00003</p> <p>FTE: 1.0</p> <p>Level: CL-32</p> <p>Department: THEATER</p>	<p>1. Key responsibilities of position:</p> <p>Under the direction of an assigned supervisor, perform a variety of specialized duties, such as public relations, publicity, accounting and bookkeeping functions to facilitate department and program operations, including but not limited to: Perform a wide variety of public relations duties to facilitate operations; provide information to the public concerning theatre productions, facility use and rental, tickets and related regulations, policies and procedures. Schedule production performances and facility usage as required; prepare and maintain calendar of events. Coordinate and schedule Touring Troup performances; organize travel arrangements and maintain related records and documents.</p> <p>2. Current status of position:</p> <p>Vacancy due to retirement</p> <p>3. Strategic Staffing Rationale</p> <p>Please address at least one of the following items:</p> <ul style="list-style-type: none"> ○ Critical threshold of instruction or support services <p>4. Budget Impact – Please specify the following:</p> <ul style="list-style-type: none"> ○ Is position included in the current budget? Yes ○ Funding Source? Unrestricted ○ Smartkey and Salary Object: 1377401-2210 ○ Annual Salary at Step B: 4145/mo 49740/annual

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<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title: Sculpture Technician III</p> <p>Position #: IA-00104</p> <p>FTE: 1.0</p> <p>Level: 32</p> <p>Department: VAH- Art</p>	<p>1. Key responsibilities of position:</p> <ul style="list-style-type: none"> ○ Perform a variety of technical and specialized duties related to the preparation, operation and maintenance of a Sculpture laboratory and related areas. ○ Operate a wide variety of specialized equipment such as electric welders, oxygen acetylene torches, furnaces, forges, various kilns, stone saws, table and band saws, overhead cranes and fork lifts, mullers and investment mixers, high output compressor system, fluidized beds and wax working equipment, metal bending machines, rolling and shearing equipment, sanding and finishing machines, dust and fume extraction systems, and pneumatic and power tools. ○ Prepare and maintain required MSDS sheets and District Hazardous materials inventories. ○ Provide technical information to instructors and other district personnel regarding Sculpture and Jewelry design equipment, techniques and materials; recommend the purchase of sculpture equipment as requested. ○ Work in conjunction with College and District Facilities and Maintenance personal to coordinate maintenance and repair of Lab facilities and building infrastructure such as lights, dust and fume extraction systems, high output compressor, and water sediment containment systems as required. ○ Ability to fabricate tool and equipment mounting systems, storage shelves, weather covers and other support assemblies as requested. ○ Knowledge of safety regulations involving the use, storage and disposal of toxic materials. <p>2. Current status of position:</p> <ul style="list-style-type: none"> ○ Filling a replacement position included in the budget <p>3. Strategic Staffing Rationale:</p> <p>Please address at least one of the following items:</p> <ul style="list-style-type: none"> ○ Legal mandates- Position prepares and maintains various required records and reports related to laboratory operations, health and safety, supplies, inventory and budget, including required MSDS sheets and District Hazardous materials inventories per health and safety mandates from OSHA, Cal-OSHA, State and Local Fire Codes, Air Pollution Control Regulations and Hazardous Materials Handling and Waste. ○ Accreditation requirements ○ Health and safety priorities- Position is critical and instrumental to facilitating instructional delivery, per health and safety protocols and mandates, for all programs, including Three-Dimensional Design, Jewelry, Sculpture and Public Art, in the entire Building 23 – Sculpture Facility. This includes curriculum support with particular attention on the operation and maintenance of the Sculpture Building laboratories and related areas as well as assisting faculty and students in the use of a variety of equipment, materials and supplies in the instructional setting and preparing instructional materials and

		<p>equipment for faculty demonstrations and student use as required, according to approved procedures.</p> <ul style="list-style-type: none">○ Critical threshold of instruction or support services○ Essential supervision <p>4. Budget Impact – Please specify the following:</p> <ul style="list-style-type: none">○ Is position included in the current budget? Yes○ Funding Source? Unrestricted○ Smartkey and Salary Object: 1378401-2210○ Annual Salary at Step B: ~\$52,236 (as of 1.01.2023)

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<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p>Position Title: Science Lab Technician II Biology</p> <p>Position #: IA-00140</p> <p>FTE: 1.0</p> <p>Level: 32</p> <p>Department: Biology</p>	<ul style="list-style-type: none"> • Key responsibilities of position: Assist in the maintenance of the animal house, lath house, greenhouse, exhibit areas, and other storage facilities, including dusting, cleaning, and disinfecting (as necessary) of all surfaces and equipment, etc. Assist the Biology Technician, Senior in the preparation of the annual department budget in researching budget requests, monitoring expenditures and maintaining spending limits. Assist in the regular care of animals kept in the animal house, labs, or prep areas, and maintain or raise cultures of protozoa, insects, brine shrimp, etc. • Current status of position: <ul style="list-style-type: none"> ○ X Filling a replacement position included in the budget ○ Filling a restructured position included in the budget <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes / No ■ Org Mod approval date _____ ○ Filling a new position <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes / No ■ Org Mod approval date _____ ○ Other (please specify) • Strategic Staffing Rationale: Please address at least one of the following items: <ul style="list-style-type: none"> ○ Legal mandates ○ Accreditation requirements <ul style="list-style-type: none"> ○ Health and safety priorities The Lab Tech II works to achieve and maintain efficient and safe operation of the Biology department lab facilities through the monitoring, ordering, and maintenance of supplies needed for Biology lab instruction. The tech also maintains specialized equipment. ○ Critical threshold of instruction The Science Lab Tech II is necessary for the Biology department to maintain the current lab offerings. Failure to replace the position could result in a reduction of offerings in an already highly impacted department. ○ Essential supervision The tech assists instructors and students in the use of advanced instructional equipment. • Budget Impact – Please specify the following: <ul style="list-style-type: none"> ○ Is position included in the current budget? Yes

		<ul style="list-style-type: none">○ Funding Source? Unrestricted○ Smartkey and Salary Object: 1380202_Biology II Biological Sci○ Annual Salary at Step B: \$48,756

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<input type="checkbox"/> GC <input type="checkbox"/> CC <input checked="" type="checkbox"/> DS	Please include: Position Title: Professional Development Specialist Position #: CL-00685 FTE: 1 Level: 39 Department:	<ol style="list-style-type: none"> 1. Key responsibilities of position: <ul style="list-style-type: none"> ○ Coordinate, facilitate and Manage all GCCCD mandated and compliance training ○ Onboarding all GCCCD Employees ○ Statewide and local Collaboration ○ Manager/Supervisor Training ○ PD Program Development for all employee groups in collaboration with GC and CC 2. Current status of position: <ul style="list-style-type: none"> ○ Filling a replacement position included in the budget ○ Filling a restructured position included in the budget <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes / No ■ Org Mod approval date _____ ○ Filling a new position <ul style="list-style-type: none"> ■ Has an Org Mod been approved? Yes / No ■ Org Mod approval date _____ ○ Other (please specify) 3. Strategic Staffing Rationale: Please address at least one of the following items: <ul style="list-style-type: none"> ○ Legal mandates ○ Accreditation requirements ○ Health and safety priorities ○ Critical threshold of instruction or support services ○ Essential supervision 4. Budget Impact – Please specify the following: <ul style="list-style-type: none"> ○ Is position included in the current budget? Yes / No ○ Funding Source? Unrestricted / Restricted ○ Smartkey and Salary Object: 1114501 HR - General ○ Annual Salary at Step B: \$5354/\$64,248

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<input type="checkbox"/> GC <input type="checkbox"/> CC <input checked="" type="checkbox"/> DS	<p>Please include:</p> <p>Position Title: Manager, Technology Services</p> <p>Position #: Z-00006089</p> <p>FTE: 1.0</p> <p>Level: ML-08</p> <p>Department: District IT</p>	<ul style="list-style-type: none"> • Key responsibilities of position: <ul style="list-style-type: none"> ○ Plan, organize, implement, and manage information technology (IT) services, security and computer systems that have significant impact and visibility. ○ Perform complex and independent research and analyses for assigned district program areas. ○ Provide leadership in all aspects of IT services, security and computer system management including development, planning, implementation, completion, and follow-up. ○ Manage and perform system administration of the District's ERP hardware and software development, production, and testing platforms. ○ Assist in the development of vendor relations for effective negotiation, contract management, implementation and ongoing support for technology and software purchases. • Current status of position: <ul style="list-style-type: none"> ○ Filling a replacement position included in the budget • Strategic Staffing Rationale: Please address at least one of the following items: <ul style="list-style-type: none"> ○ Critical threshold of instruction or support services • Budget Impact – Please specify the following: <ul style="list-style-type: none"> ○ Is position included in the current budget? Yes ○ Funding Source? Unrestricted ○ Smartkey and Salary Object: 1113501-2140 ○ Annual Salary at Step B: \$103,652