

Justification:

1. This position would assist the Grounds Worker 2 position with sprinklers, water line repairs and various other duties that fall within the job description. This position would be assigned throughout the Ridgecrest/IWV campus and would travel to ESCC several times throughout the year, for needed grounds support at the sites.
2. If this position is not filled, existing employees will continue to get the job completed, however, the grounds maintenance will only be superficial.
3. The work is not being done by a temporary employee.
4. While the work is currently being handled by the existing two employees, there is little time for taking proactive measures around campus.

Safety and Security Coordinator / Manager (Title TBD)

Location:

College-wide

Salary Grade:

Estimated E (TBD)

Number of Months:

12

Number of Hours per Week:

40

Salary Amount:

\$71,600

Justification:

1. With a temporary employee in place at the end of AY16 and throughout AY17, it is clear that the work exceeds our current staff. With an increased focus on risk management district-wide, the expectations placed on this position will continue to increase.
2. Without this position, the college runs the risk of being out of compliance with safety and security practices and reporting. This position is responsible for the ongoing update for the Emergency Action plan, coordinating college-wide safety training and drills, coordinating the Behavioral Intervention Teams, at all campuses, and serving as the liaison with our contract security guards.
3. Yes, we have a professional expert that is performing these duties through June 2017.
4. The work is being performed by a professional expert through June 2017.

Jill Board
STAFFING RESOURCE REQUEST ANALYSIS 2016-2017

The following permanent positions emerged through the annual planning process. They collectively represent needs that were identified in this year's analysis of the Unit Plans, Section Plans and Division Plans and through the planning of the CTE Strong Workforce Plan and the RFA for the College Promise Grant. All positions are recognized through the annual planning documents so that request stay current, relevant, and tie back to program and college strategic goals.

Academic Affairs

Faculty:

Child Development – CCOOnline

English – ESCC

Math – East Kern

Biology – ESCC

EMT – All Sites

Anthropology/Sociology - EK

Classified:

TA – Nursing iTV (ESCC/Bishop)

Dept. Assist II – Allied Health (IWV- 9mo/19hpw)

Department Assistant II – (East Kern/Tehachapi-Increase from 11mo – 12 months)

LAC Tech - (KRV-Increase from 30hpw to 40hpw/10mo)

A&R Assistant – (EK-12mo/40hpw)

Management:

Director of East Kern – (Increase from 11mo to 12mo)

East Kern Campus Manager – (Increase from 11 mo to 12 mo)

Program Manager East Kern, Prison/Dual Enrollment (12 mo/40hpw)

CTE Strong Workforce Funding Plan:

Faculty:

Full-time CTE Counselor (IWV)

Management:

Institutional College Researcher (IWV - 50% of 12mo/40hpw)

Program Manager-Dual Enrollment (IWV - 50%)

Student Services

Faculty:

Counselor-Gen pop/EOPS (East Kern/Tehachapi)

Classified:

Ed Advisor (East Kern/Tehachapi – Increase from 11mo to 12mo; increase from 32 hours to 40 hours)

Depart. Asst. III- for A.D. (12mo/19hpw)

Management:

Athletic Director (IWV- increase from 10mo to 12mo and 30hpw to 40hpw)

Administrative Services

Classified:

Ground Worker I (IWV/ESCC - 12mo/40hpw)

Ground Worker= II (IWV /ESCC - 12mo/40hpw)

Management:

Safety and Security Coordinator (IWV - 12mo/40hpw)

Public Information, Marketing and Resource Development

Department Assistant II (12mo/19hpw)

Information Technology

Audio/Visual Technician (IWV – 9mo / 20hpw)