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- Classified
- Faculty
- Confidential Management

- Bakersfield College
- Cerro Coso Community College
- District Office
- Porterville College

## Recruitment Justification

*Instructions: Must be attached to the original Position Requisition form.*

Position <b>Director, East Kern / Kern River Valley Campuses</b>	
Department <b>Academic Affairs</b>	Date <b>9-24-15</b>
Submitted By <b>Corey Marvin</b>	Telephone Number <b>760-384-6202</b>
College/District HR Review: <b>Cerro Coso Community College</b>	

### Position Funding Information

GU001 410KV1 2110 601000 CK

### Internal Review of Position

**A. Explain why the work cannot be reassigned to other staff within the department.**  
 The work needing to be done is outside the scope of a Campus Manager's job description.

Internal Review (continued)

**B. Impact on College/District if position is not filled.**

The projected impact will be slower growth at the Tehachapi educational site.

**C. Is a temporary employee currently performing the work of this position?**

Yes

No

**D. New position: How is the work assigned to this position presently accomplished?**

Currently there is no Director of East Kern, rather we have Campus Managers at the Kern River Valley Campus and for East Kern that covers EAFB/Cal City-Mojave and the expansion into Tehachapi. The skill set of the East Kern Campus Manager matches the job description, meaning once directed to perform duties she gets them done. However, what is needed now for Tehachapi to grow further is a Director who is a builder of programs. One who develops and administers the programs and services in collaboration with faculty and networking with the community it serves. Lisa Stephens, who currently is the Campus Manager at Kern River Valley Campus has demonstrated that she has that skill set through her leadership of turning that educational site around. Lisa has shown that she has the energy and the talent to make connections as well as rural, small-site administration experience. It is that type of work that we are needing to be done in order to take Tehachapi to the next level. By reorganizing this area into this configuration it mirrors how we have our Eastern Sierra College Center, which has provided faculty, students and staff administrative support throughout the week so that the Director can be out connecting with the community and doing outreach.

Therefore we are seeking approval to reclassify Lisa Stephens from the College Campus Manager of KRV Campus to the Director of East Kern and Kern River Valley Campuses. The expectation is that the Director would travel to Tehachapi two days a week (or as needed during our development phase) with the Campus Manager, Kristin, handling EAFB to fulfill our obligation to the Air Force and the Cal City/Mojave area, and then covering Tehachapi on the days Lisa is not scheduled to be present. This configuration of management rounds out the staffing for the East Kern area, maximizes our current employee talent.