

MARCH 2024
FLSA: EXEMPT
SALARY GRADE: AB
CBA DESIGNATION: ACADEMIC MANAGEMENT

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHIEF AMBASSADOR, MAPPING ARTICULATED PATHWAYS (MAP) INITIATIVE

BASIC FUNCTION: Under the general direction of the college president or vice chancellor and in support of the California Community College Chancellor's Office (CCCCO), develops, implements, and ensures continuous improvement of the MAP Initiative; works with a variety of agencies, systems, districts, colleges, and institutions of higher learning (IHLs) across the State of California and beyond to lead the MAP Initiative; oversees the design, development, and implementation of relevant platforms and institutional and systemic best practices; develops effective CPL support and outreach services, including policy reform, fundraising, and promotion of system and agency alignment and integration; and oversees the MAP Initiative leadership team to develop budgets, integrate MAP Initiative data and services, guide steering committees/task forces, and work with partner and governance structures across relevant agencies.

SUPERVISORY RESPONSIBILITIES: Supervises assigned District personnel; serves as state-wide MAP Initiative executive for District, local, and state-assigned staff, partners, and agencies.

REPRESENTATIVE DUTIES: (Illustrative Only): The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

1. Provides strategic leadership for planning and budgeting, and for the design, development, and implementation of the MAP Platform; serves as MAP Initiative executive, internally and externally, fostering and developing engagement with partners, enthusiasm within employee groups and constituency partners, and develops sponsorship for supporting legislation and regulation where necessary.
2. Serves as the MAP Initiative public face for communications, media, and technology development; responds to media inquiries, makes presentations, and develops public relations and constituency support; work with diverse constituencies, including partner relations with other agencies, districts, and systems, including media and legislators, to promote effective outcomes.
3. Leads efforts on Platform development, implementation, and adaptation with participating community college districts and other relevant institutions; leads the effort to build statewide collaboration for the Initiative through partner relations with other agencies, providers, districts, and systems; oversees marketing and outreach capabilities to and through partners, communities, industries, agencies, systems, students, and potential students; integrates partner competencies and data sources, and builds integrated leadership and support.
4. Supervises the recruitment, orientation, assignment, and evaluation of both full-time and part-time staff within the goals and policies of the District and College guidelines.
5. Coordinates the identification and development of systems, procedures, best practices, professional development, and policy reforms facilitating credit for prior learning in higher education.
6. Effectively collaborate with college, university, and workforce stakeholders to develop complete pathways (with embedded CPL) leading to increased equitable access to higher education and career attainment oversees partnership development, including long-range planning and liaison with federal, state, and private agencies, which support educational and career advancement programs.
7. Interfaces with external educational institutions and community, business and industry representatives in the development and implementation of Initiative programs and services; serves on educational, workforce, and

community organizations as well as district, state, and national committees as needed or assigned by the District Chancellor or CCCCCO.

8. Supervises research activities, studies, and reports related to CPL opportunities, scaling, implementation, outcomes, policy, integrations, intersegmental alignment, innovations, and partnerships.
9. Participates in program evaluation and dissemination of the results, for relevant stakeholders.
10. Develops outstanding user experience in the MAP Platform and training resources in support of an ever-increasing number of participating colleges and students.
11. Leads the preparation of Initiative plans and budgets.
12. Maintains an understanding of current ideas, research, and practices pertaining to the areas of responsibility for this position, through continued study and participation in professional organizations.
13. Performs other related duties as assigned, specific duties not listed does not exclude them for this classification if the work is similar or related.

QUALIFICATIONS

Knowledge Of:

1. Academic management and software development for academic processes;
2. Administrative procedures and practices applicable to the California Community College system;
3. Higher education administration and change management practices, including curriculum and program development and accreditation;
4. Planning, budgeting, and developing of educational technology solutions;
5. Higher education transfer processes and articulation agreements;
6. Recruitment, outreach, and partnership development techniques;
7. Professional development, shared governance, and collective bargaining in higher education and a unionized environment

Ability To:

1. Apply local, state, and federal laws related to education and specifically to community colleges, military training, workplace training, and credit for prior learning;
2. Develop, initiate, and carry out new policies and procedures;
3. Establish working relations with various community and statewide organizations and systems;
4. Communicate effectively both orally and in writing, in presenting new initiatives and programs;
5. Work effectively with District Human Resources and relevant faculty and staff in the implementation of collective bargaining agreements;
6. Work effectively in and with various constituencies, including technology sectors, public and private higher education systems, legislative and political organizations, and related organizations from the local to national levels, as appropriate;
7. Raise funds through a variety of sources via outreach and collaboration with the appropriate grant or fundraising entities;
8. Demonstrate clear evidence of sensitivity and understanding of the diverse academic, socio-economic disability, and ethnic backgrounds of students, staff, and the community;
9. Sensitivity to changing student populations, ethnically and culturally, and the academic programs required to serve such students;
10. Exercise judgment, tact, diplomacy, and effective communication strategies to present information, materials, and ideas that are innovative and represent a change to established business or educational practices in higher education.

Education and Experience: a master's degree from an accredited institution in a discipline taught within the District and five (5) years of progressively responsible higher education leadership experience in the creation and administration of academic programming, including experience administering a large and comprehensive instructional or student support program.

An earned doctorate from an accredited institution and demonstrated experience developing, deploying, and scaling innovative programs and services in a shared governance, collective bargaining, and higher education environment is highly desired. Experience sourcing one-time, grant, and institutional funding for start-up programming is also desired.

LICENSES/CERTIFICATIONS REQUIRED: A valid driver's license and proof of insurability may be required to drive a District or personal vehicle.

OTHER: Must have evidence of sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of community college students (E.C. 87360a).

CONTACTS: District, local, and state-assigned staff, partners, and agencies.

PHYSICAL DEMANDS: Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This classification primarily works in an office and standing in and walking between work areas is occasionally required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 15 pounds.

The functions of this classification must be performed by the incumbent with or without reasonable accommodations.

ENVIRONMENTAL ELEMENTS: Employee works in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employee may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

The Riverside Community College District is an equal opportunity employer and recognizes the need to provide reasonable accommodations to employees with disabilities. For more information, contact (951) 222-8039.