



Employment

Employment Opportunities

For all available job openings, visit jobs.calpoly.edu. All new positions opened this week are listed below. To apply, go online and complete the application form. For assistance, call Human Resources at ext. 6-2236.

#507220 — Document Imaging Analyst (Administrative Analyst/ Specialist 12 Months)

— Strategic Enrollment Management — Admissions. \$3,288-\$6,347 per month. Anticipated hiring range: \$4,200-\$5,400 per month. Open until filled.

#507646 — Procurement Specialist (Buyer II) — Administration and Finance — Strategic Business Services. \$3,656-\$6,617 per month. Anticipated hiring range: \$4,800-\$6,100 per month. Open until filled.

#509289 — Service Delivery Specialist (Information Technical Consultant 12 Months) —

Information Services — Portfolio Management. \$4,372-\$10,792 per month. Anticipated hiring range: \$7,083-\$9,167 per month. Open until filled.

#507219 — Stewardship Coordinator — University Development (Public Affairs Communications Specialist I) — University Development — Donor Relations. \$2,923-\$5,283 per month. Anticipated hiring range: \$3,400-\$5,000 per month. Open until filled.

#509480 - On-Call Custodian — Student Affairs — Custodial Operations. \$2,912-\$4,196. Anticipated hiring salary: \$16.80 per hour. Open until filled.

#509476 — Custodian — Student Affairs — Custodial Operations. \$2,912-\$4,196. Anticipated hiring salary: \$2,912 per month. Open until filled.

#509338 — Vice President for Research, Economic Development and Graduate Education (Administrator IV) — Salary commensurate with the background and experience of the individual selected. Open until filled.

#509114 — Access Specialist (Student Services Professional II) — Student Affairs — Disability Resource Center. \$4,304-\$6,120 per month. Anticipated hiring range: \$4,304-\$4,600 per month. Open until filled.

College Based Fee Student Aid and Learn by Doing Plan Consultation Begins

On Jan. 5, Provost Cynthia Jackson-Elmoore announced the start of the alternative consultation process for the Cal Poly College Based Fee Student Aid and Learn by Doing Plan, which would create a new campus-based source of financial aid and more fully fund our academic mission. All students and employees are encouraged to learn more about the proposal by attending a campuswide open forum. These forums will be held virtually from 1:10 to 2 p.m. Thursday, Jan. 13, and 11:10 a.m. to noon Monday, Jan. 24. A Cal Poly email address will be required to join the Zoom forum. Recordings of the first forum will be posted online following the event. Learn about the proposed fee adjustment, read arguments for and against the proposal, see frequently asked questions and more at <https://afd.calpoly.edu/cbf/>.

Sixth Annual MLK Jr. Legacy Event Set for Jan. 20

The campus community is invited to honor Martin Luther King Jr. at the sixth annual celebration that will include an open-air reception from 4:30-5:30 p.m., followed by the main event from 5:30-7 p.m. Thursday, Jan. 20, at the MultiActivity Center. The Black Academic Excellence Center in partnership with ASI Events hosts this event to honor King's legacy and to celebrate a yet-to-be-named campus community member who leads with love and hope to create a better campus for all. This event will feature special guest speaker Hill Harper, star of ABC's hit drama "The Good Doctor." Harper is a humanitarian, an award-winning actor, best-selling author, entrepreneur, health and wellness ambassador/educator and philanthropist. Harper has been recognized with seven NAACP Image Awards, four of them for his writing. His story is an example of how MLK's legacy remains relevant and ever-evolving. Seats are limited, and registration is required. Register at <https://tinyurl.com/CalpolyMLK22>.

Dream Center, Campus Health and Wellbeing Launch Food Cabinet for Students

Campus Health and Wellbeing's Basic Needs Initiative, in partnership with the Dream Center, has launched a new food cabinet location within the Dream Center, located in the Science Building (No. 52), Room E-11. This new collaboration aims to increase accessibility to nutritious and culturally relevant food for students. The food cabinet is open to all students on campus. Items in the food cabinet include current items found in the food pantry, along with culturally relevant dry and canned goods. The Food Pantry was created out of a need identified by faculty and staff to better address basic needs and food insecurity on campus. This collaboration furthers the mission and goals of the pantry by continuing to provide and improve access to resources for historically underrepresented students. Learn more at <https://dreamcenter.calpoly.edu/basicneeds>.

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Employment Opportunities, continued

#506756 — Cal Poly Scholars — Program Analyst (Administrative Analyst Specialist) — Student Affairs — Cal Poly Scholars. \$3,288-\$6,347 per month. Anticipated hiring range: \$4,000-\$5,400 per month. Open until filled.

#506054 — Development Records Specialist (Administrative Support Assistant 12 Months) — University Development — Development Support Services. \$2,912-\$4,592 per month. Anticipated hiring range: \$2,912-\$3,667 per month. Open until filled.

#507353 — Prospect Research Analyst — University Development (Administrative Analyst/ Specialist 12 Months — Non-Exempt) — University Development — Prospect Research and Management. \$3,288-\$6,347 per month. Anticipated hiring range: \$3,800-\$5,417. Open until filled.

#509094 — Planner/Estimator/Scheduler – Facilities Management and Development — Administration and Finance — Facilities Management. \$3,907-\$7,067 per month. Anticipated hiring range: \$5,417-\$6,250 per month. Open until filled.

#509205 — Medical Assistant — Student Affairs — Community Health and Wellness. \$2,427-\$4,179 per month. Anticipated hiring range: \$2,667-\$3,167 per month. Open until filled.

#507723 — Project Manager (Administrator II) — Administration and Finance — Facilities Planning. Salary commensurate with the background and experience of the individual selected. Open until filled.

#509336 — Admissions Officer (Student Services Professional II) — Academic Affairs — Strategic Enrollment Management. \$4,303-\$6,120 per month. Anticipated hiring range: \$4,304-\$4,500 per month. Open until filled.

#507638 — Registered Dietician — Campus Health and Wellbeing — Student Affairs. \$3,695-\$6,923 per month. Anticipated hiring range: \$4,167-\$5,208 per month. Open until filled.

#507200 — Photography/Video Technician (Instructional Support Technician II) — Academic Affairs — College of Art and Design. \$3,907-\$6,779 per month. Anticipated hiring range: \$4,833-\$5,417 per month. Open until filled.

Vice President for Student Affairs Named Board Chair of Local Medical Center

Cal Poly Vice President for Student Affairs Keith Humphrey has been named incoming chair of the Sierra Vista Regional Medical Center board of directors. Humphrey, who has been a member of the Sierra Vista Regional Medical Center Board since 2016, currently serves as the governing body's vice chair. His one-year term as board chair began Jan. 1. Humphrey previously served as a member of the Community Counseling Center of San Luis Obispo board of directors from 2017 to 2018. An advocate and leader in community health and well-being at Cal Poly, Humphrey plans to apply his knowledge and experience to support Sierra Vista Regional Medical Center's prominent role as a trusted healthcare provider for community members in San Luis Obispo and the larger Central Coast region.

Cal Poly Public Safety Releases New Guardian App

Employees and students can download the free Rave Guardian app and turn their smartphone into a personal safety device. Rave Guardian offers Cal Poly users a single safety app that provides easy communications with the Cal Poly Police Department (CPPD), sends CPPD anonymous tips, sets a safety timer when walking from place to place on campus, text Mustang Patrol, and connects to 24-hour police or support services. A significant addition to public safety's portfolio of services, the app connects the campus community with help, security and resources. Rave Guardian offers a Safety Timer that alerts selected friends, family or CPPD of a fixed time for your departure and arrival, and then notifies them when you reach your destination — like always having an emergency blue light system and a trusted friend with you. Rave Guardian is available from the Apple Store or Google Play.

2023-24 Academic Calendar Approved

The Academic Calendar for summer 2023 through spring 2024 has been approved by President Armstrong. The calendar is available online at <https://registrar.calpoly.edu/academic-calendar-2023-2024>. The signed approval memo is available for viewing in the Office of the Registrar. Contact acadcal@calpoly.edu for additional information.

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Employment Opportunities, continued

#509150 — Business Intelligence Engineer (Analyst Programmer 12 Months) —

Information Services — Application Data and Integration Engineering. \$4,372-\$10,792 per month. Anticipated hiring range: \$7,083-\$9,167 per month. Open until filled.

#509197 — Talent Acquisition Coordinator (Administrative Support Assistant 12 Months) —

Administration and Finance — Human Resources. \$3,352-\$5,639 per month. Anticipated hiring range: \$3,600-\$4,700 per month. Open until filled.

#509226 — Administrative Support Assistant — Counseling Services (Administrative Support Assistant 12 Months) —

Student Affairs — Counseling Services. \$2,912-\$4,592 per month. Anticipated hiring range: \$3,000-\$3,700 per month. Open until filled.

#507998 — Business Intelligence Engineer — Lead (Analyst/ Programmer 12 Months) —

Information Services — Application Data and Integration Engineering. \$4,372-\$10,478 per month. Anticipated hiring range: \$7,500-\$9,583 per month. Open until filled.

#509250 — Research Integrity Coordinator (Administrative Support Coordinator 12 Months) —

Research Economic Development and Graduate Education. \$3,064-\$5,148 per month. Anticipated hiring range: \$3,167- \$4,000 per month. Open until filled.

#507696 — Associate Vice Provost of Academic Personnel (Administrator III) —

Salary commensurate with the background and experience of the individual selected. Open until filled.

#507380 — Event Operations Assistant — Athletics (Athletics Equipment Attendant I) —

Student Affairs. \$16.80-\$24.99 per hour. Anticipated hiring range: \$16.82-\$20.19 per hour. Open until filled.

COVID-19 and Flu Vaccine Available on Campus

Rite Aid is on campus to offer the Moderna and Pfizer COVID-19 vaccines, including booster shots and the flu vaccine in the Recreation Center Main Gym lobby (No. 43, Room 101). The clinic will be open from 10 a.m. to 5 p.m. Jan. 14, 21, 25 and 28, and additional dates in February. These clinics are open to employees and their family members of employees. The Rite Aid clinic will be able to offer first and second doses of the Pfizer COVID-19 vaccine for children ages 5 to 11 years old. Check <https://coronavirus.calpoly.edu/covid-19-vaccine> for updated information on vaccine and booster eligibility, what to bring to an appointment and more.

Center for Service in Action Seeks Proposals for Change the Status Quo Conference

Want to give students a newfound understanding of social justice and how they can take ownership of their role to advance social change? The Center for Service in Action is accepting proposals for the 20th annual Change the Status Quo (CSQ) Social Justice Leadership Conference to be held Saturday, Feb. 26. Through workshops, guest speakers and engaging sessions, the conference aims to empower students to use the Learn by Doing spirit to challenge social norms, ask critical questions, demand solutions, and make lasting social change. This year's keynote speaker is writer, abolitionist organizer and creative educator Hoda Katebi. Faculty, staff, students, alumni, community partners and elected officials can submit a proposed 30- or 60-minute workshop topic. Themes include: the Black Lives Matter movement, environmental justice, student leadership as activism, intersectionality of social justice, white allyship, service and social justice, Jewish culture and anti-semitism. To submit a workshop proposal, download the submission form at <https://serviceinaction.calpoly.edu/CSQ> and submit it by email to serviceinaction@calpoly.edu. Proposals are due by midnight Sunday, Jan. 23. Notification of proposal status will be done by Feb. 1 or sooner.

Transfer Inclusion Training for Staff and Faculty to be Offered Jan. 21

In an effort to create a more inclusive and equitable environment for transfer students at Cal Poly, the Transfer Center is offering a transfer inclusivity training to all staff, faculty and grad students on campus. This training will run 90 minutes and includes a short break. The winter quarter training will be offered from 10:30 a.m. to noon Friday, Jan. 21, on Zoom. Register today at <https://forms.office.com/r/MWv3s2mbkM>. Have questions about the training? Reach out to transfer@calpoly.edu.

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Employment Opportunities, continued

#506673 — Director Parent

Philanthropy (Administrator I) —

University Development — Salary commensurate with the background and experience of the individual selected. Open until filled.

#507218 — Early Assessment

Program Coordinator (Student

Services Professional II) — Academic Affairs — Office of Writing and Learning. \$4,304-\$6,120 per month. Anticipated hiring range: \$4,304-\$4,700 per month. Open until filled.

#507227 — Coordinator for Student

Affairs Diversity and Inclusion Administration and Special Projects (Administrative Support Coordinator I)

— Student Affairs — Diversity and Inclusion. \$2,809-\$4,719 per month. Anticipated hiring range: \$2,855- \$3,667 per month. Open until filled.

#507725 — ASI Executive Director

(Administrator III) — Salary commensurate with the background and experience of the individual selected. Open until filled.

#507279 — Operating System Analyst

— Desktop Lead — Information Services — Infrastructure and Platform. \$4,372-\$10,792 per month. Anticipated hiring range: \$6,750-\$7,333 per month. Open until filled.

Corporation Employment Opportunities

Cal Poly Corporation is a separate entity operating in concert with the university to provide a diverse range of services and resources to students, faculty and staff. To view available job postings or apply, visit

<https://www.calpolycorporationjobs.org/>.

For assistance, contact Human Resources at ext. 6-1121.

Program Coordinator/Advisor, TRIO Achievers, \$23-\$27 per hour.

Orchesis Dance Company to Present ‘Convergence’ Jan. 14-15 and 20-22

The Theatre and Dance Department will present the Orchesis Dance Company’s 52nd annual concert, “Convergence,” on Friday and Saturday, Jan. 14-15, and Thursday through Saturday, Jan. 20-22, in the Spanos Theatre. Performances will begin at 8 p.m. on all days, with a matinee scheduled at 2 p.m. Saturday, Jan. 15. The Orchesis Dance Company celebrates its return to the concert stage after live performances were canceled due to the pandemic. In celebration of the theme of convergence, the point at which we come together, performances will include choreography by faculty, student and guest choreographers in multiple genres. The concert features original dances created during fall quarter, directed by Professor Diana Stanton and assisted by faculty member Michelle Walter. Cal Poly staff member Clint Bryson serves as both lighting designer and technical director. Tickets are \$20 for the public and \$12 for students, seniors and children. They can be bought at the Performing Arts Center Ticket Office from noon to 6 p.m. Monday through Saturday. To order by phone or online, call ext. 6-4849 or visit pacsl.org.

Exhibition and Reception Spotlights Pioneering California Architect Julia Morgan

“Julia Morgan, Architect: Challenging Convention” will open at the University Art Gallery in the Dexter Building (No. 34), Room 171, on Saturday, Jan. 15, and remain open Tuesdays through Saturdays from 11 a.m. to 4 p.m. through Feb. 11. An interactive virtual tour mirrors the exhibition and will be open through April 30 (<https://artspaces.kunstmatrix.com/en/exhibition/6796640/julia-morgan-architect>). Those interested are invited to a lecture preceding the opening, which will be given by Karen McNeill, an expert on Morgan and her work. (Learn more at <http://www.caed.calpoly.edu/karen-mcneill>.) The lecture will be held via Zoom from 5 to 6 p.m. Friday, Jan. 14 (Zoom ID: 838 0432 1753). The campus community is also invited to a closing reception of the exhibit from 5 to 7 p.m. Friday, Feb. 4. Morgan was the first woman to be accepted to and graduate from the prestigious architecture program at the École des Beaux-Arts in Paris. In 1904, she became California’s first female licensed architect and continued to break gender barriers throughout her career. As one of America’s most prolific architects, she designed more than 700 buildings, including Hearst Castle.

Catastrophic Leave

Korey Long, administrative support coordinator in Strategic Enrollment Management, SEM-Document Image Processing Center, has qualified for catastrophic leave. Those wishing to donate leave credits to help him remain in full-pay status during an extended leave of absence should contact catastrophic leave coordinator Linda Ortiz at ext. 6-1304 or lortiz01@calpoly.edu to request a donation form.

Angie Foster, administrative support coordinator in Strategic Enrollment Management, SEM- Financial Aid, has qualified for catastrophic leave. Those wishing to donate leave credits to help her remain in full-pay status during an extended leave of absence should contact catastrophic leave coordinator Linda Ortiz at ext. 6-1304 or lortiz01@calpoly.edu to request a donation form.