



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.

#509309 — Administrative Executive Analyst — University Housing
(Administrative Analyst/Specialist — Exempt I) — Student Affairs — University Housing.
\$46,764-\$84,612 per year. Anticipated hiring range: \$65,000-\$80,000 per year. Open until Jan. 26, 2022.

#509787 — Academic Advisor — College of Agriculture, Food and Environmental Sciences (Student Services Professional III) — Academic Affairs — College of Agriculture, Food and Environmental Sciences. \$56,292-\$80,196 per year. Anticipated hiring range: \$56,292-\$66,000 per year. Open until filled.

#509310 — Assistant Director of Residential Student Experience (Student Services Professional IV) — Student Affairs — University Housing. \$64,212-\$91,596 per year. Anticipated hiring range: \$64,212-\$75,000 per year. Open until filled.

#509300 — On-Site Support Specialist (Information Technology Consultant — Career) — Information Services — Information Technology Services. \$52,464-\$129,504 per year. Anticipated hiring range: \$65,000-\$85,000 per year. Open until filled.

#509225 — Pharmacy Technician — Per Diem — Student Affairs — Campus Health and Wellbeing. \$19.92-\$84.86 per hour. Hiring salary: \$26.48 per hour. Open until filled.

#509111 — Testing and Alternative Media Coordinator — Disability Resource Center (Administrative Support Coordinator II) — Student Affairs — Disability Resource Center. \$3,352-\$5,639 per month. Anticipated hiring range: \$3,600-\$4,700 per month. Open until filled.

Learn About College Based Fee Proposal at Second Open Forum Jan. 24

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. The next forum will be held virtually from 11:10 a.m. to noon Monday, Jan. 24. A Cal Poly email address will be required to join the Zoom presentation. A recording of the first campuswide forum and more information can be found at <https://afd.calpoly.edu/cbf/>.

Cal Poly Welcomes New Chief Procurement Officer

Darin Matthews, a procurement leader with approximately 25 years' experience in the field, began his role as chief procurement officer on Jan. 3. Starting his career working in the warehouse and in logistics, Matthews eventually moved on to serve as the chief procurement officer for UC Santa Cruz and Portland State University before landing his current role at Cal Poly. Matthews is also a columnist for Government Procurement magazine and is the author of several books on procurement and supply chain. Outside of procurement, Matthews enjoys live music, wine tasting, riding motorcycles and volunteering. While living in his hometown, Portland, Oregon, Matthews was an advisory board member for the Teen Parent Services organization, which served the public schools of Portland. Additionally, Matthews was active in the Cascade AIDS Project, which supports and empowers people living with or affected by HIV. Cal Poly welcomes Matthews and his partner, Dana.

Thanks to Campus for Participating in Faculty and Staff Housing Survey

More than 1,000 employees recently shared insight and feedback on planned and potential future projects through the Faculty and Staff Housing Survey, and one professor won an Apple Watch for the effort. Conducted in partnership with the university and Cal Poly Corporation, the survey was sent to all faculty and staff in December then again in early January before closing on Jan. 10. The input gathered will help guide the planned housing project at the corner of Slack Street and Grand Avenue, and other potential future developments. The winner of the survey drawing was Laura Cacciamani, associate professor in the Psychology and Child Development Department. Cal Poly Corporation is following up the survey with listening sessions this month to dive deeper into the faculty and staff housing topic with interested campus stakeholders. Analysis of the survey and the listening sessions will be completed in the next six to eight weeks.

Employment

Employment Opportunities, continued

#507860 — Administrative Support Coordinator — Campus Health and Wellbeing (Administrative Support Coordinator II) — Student Affairs — Campus Health and Wellbeing. \$3,352-\$5,639 per month. Anticipated hiring range: \$3,600-\$4,700 per month. Open until filled.

#507588 — Planner/Estimator/Scheduler — University Housing — Student Affairs — University Housing. \$46,884-\$84,804 per year. Anticipated hiring range: \$65,000-\$75,000 per year. 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.

#201000567 — Cook — Campus Dining. \$16 to \$19 per hour, \$500 sign-on bonus. Full time. Open until filled.

#201000587 — Catering Supervisor, Campus Dining — Campus Dining. \$19 to \$19.50 per hour, \$500 sign-on bonus. Full time. Open until filled.

#201000585 — Executive Chef (Internal Only) — Campus Dining. Salary range: \$62,108.80 to \$93,204.80 annually. Full time. Open until filled.

#201000564 — Scout Coffee Assistant Supervisor — Campus Dining. \$17.50 to \$18.50 per hour, \$500 sign-on bonus. Full time. Open until filled.

#201000565 — Starbucks Assistant Supervisor — Campus Dining. \$17.50 to \$18.50 per hour, \$500 sign-on bonus. Full time. 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. 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. Second doses are available to children who received a first dose at least 21 days prior. Check <https://coronavirus.calpoly.edu/covid-19-vaccine> for updated information on vaccine and booster eligibility, what to bring to an appointment and more.

Cal Poly Corporation Board of Directors to Meet Feb. 4

The board of directors of the Cal Poly Corporation will hold a regular public meeting via Zoom at 8:30 a.m. Friday, Feb. 4. To join, use the following Zoom webinar link and call-in information:

<https://calpoly.zoom.us/j/87520931283>. Public comments for this meeting must be submitted by 5 p.m. Thursday, Feb. 3, via email to cpcadmin@calpoly.edu. Obtain a copy of the agenda after Jan. 28 by emailing cpcadmin@calpoly.edu or at <https://www.calpolycorporation.org/organization-profile/governance/meeting-agendas-minutes/>.

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. For more information visit <https://afd.calpoly.edu/police/services/safety-app>.

Join Cal Poly Women's Basketball for Faculty/Staff Appreciation on Jan. 27

As a sign of appreciation for everything faculty and staff members do for the university, Cal Poly Athletics is pleased to offer four free general admission tickets to the women's basketball game on Thursday, Jan. 27. The Mustangs are playing UC San Diego and tip-off is set for 7 p.m. in Mott Athletics Center. Faculty and staff can claim their four free tickets to the game by showing their Cal Poly ID at the Cal Poly Ticket Office or at the Mott Athletics Center Box Office on the day of the game. For more information or to purchase tickets to other Cal Poly basketball games, visit www.gopoly.com.

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Corporation Employment Opportunities, continued

#201000566 — Assistant Supervisor — Campus Dining. \$17.50 to \$18.50 per hour, \$500 sign-on bonus. Full time. Open until filled.

#201000568 — Food Service Associate — Campus Dining. \$15.50 to \$16.50 per hour, \$500 sign-on bonus. Full time. Open until filled.

#201000570 — Supervisor — Campus Dining. \$19 to \$19.50 per hour, \$500 sign-on bonus. Full time. Open until filled.

#201000572 — Catering Assistant Supervisor — Campus Dining. \$17.50 to \$18.50 per hour, \$500 sign-on bonus. Full time. Open until filled.

#201000573 — Dishroom Associate — Campus Dining. \$15.50 to \$16.50 per hour, \$500 sign-on bonus. Full time. Open until filled.

#201000579 — Warehouse Specialist, Campus Dining — Campus Dining. \$17 to \$17.50 per hour, \$500 sign-on bonus. Full time. Open until filled.

#201000574 — Lead Cook — Campus Dining. \$18 to \$22 per hour, \$500 sign-on bonus. Full time. Open until filled.

Submissions Welcome for Outstanding Student Employee Recognition

National Student Employment Week is April 11-16, and the Outstanding Student Employee Award Committee invites faculty and staff to nominate their outstanding student employees to be recognized for their contributions. One outstanding student employee of the year and two runners up will be selected from the nominations and invited to a special lunch in their honor. The committee has simplified the nominating process by requiring a one-page submission letter highlighting the student's accomplishments. All student employees at Cal Poly are eligible for consideration. Faculty and staff may nominate more than one student. The committee has provided the NACE core competencies fact sheet to assist nominators with their submission

(<https://nsea.memberclicks.net/assets/SEOTY/CareerReadinessFactSheet.pdf>).

Recognition letters, preferably on Cal Poly department letterhead, are due to Financial Aid (financialaid@calpoly.edu or brollins@calpoly.edu) by Friday, Feb. 11. Questions? Contact Barbara Rollins at brollins@calpoly.edu.

Sixth Annual MLK Jr. Legacy Event Set for Jan. 24

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. Monday, Jan. 24, 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>.

Winter Volunteer and Service Fair to be Held Jan. 25

The Center for Service in Action will host a volunteer and service fair for the Cal Poly community from 11 a.m. to 1 p.m. Tuesday, Jan. 25, on Dexter Lawn. Anyone who has ever wanted to serve on a board of directors, an advisory committee, or engage in meaningful service at a local nonprofit or governmental agency should come by the Volunteer and Service Fair to speak to representatives from organizations that are doing amazing work in San Luis Obispo County. Several community partner agencies will be present to share how service can take shape for faculty, staff and students.

Catastrophic Leave

Sara Shaffer, police dispatcher in Public Safety, 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 Amy Voorhies at ext. 6-6682 or avoorhie@calpoly.edu to request a donation form.

Eddie Hubbard, custodian in University Housing Custodial Operations, 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 Phyllis "Tony" Simpson at ext. 6-7781 or pasimpo@calpoly.edu to request a donation form.