



### State Employment Opportunities

For available job openings, visit [jobs.calpoly.edu](https://jobs.calpoly.edu). New positions are listed below. To apply, go online and complete the application form. For help, call HR at (805) 756-2236.

#### Finance & Personnel Documentation Coordinator - College of Engineering (Administrative Support Coordinator II) –

Academic Affairs-Provost – CENG-College of Engineering. \$4,367.00 - \$6,362.00 per month. Anticipated hiring range: \$4,367.00 - \$5,649 per month. Open until filled. #554757

#### Emergency Hire - Administrative Analyst/Specialist – Extended, Professional and Continuing Education –

Academic Affairs-Provost – AA-Extended Professional and Continuing Education. \$27.69 - \$40.34 per hour. Anticipated hiring range: \$27.69 - \$30.57 per hour. Open until filled. #555420

#### Security Controls Administrator - Public Safety

(Administrator I) – Administration and Finance – AFD-Public Safety. Anticipated hiring range: \$85,000 - \$100,000. Open until filled. # 554978

#### Emergency Hire - Depot Support Associate (Laborer) –

Administration and Finance – AFD-UH-Depot. \$19.97 - \$27.42 per hour. Anticipated hiring range: \$19.97 - \$22.05 per hour. Open until filled. #555130

#### Academic Advisor, Mustang Success Center (SSP II) –

Academic Affairs-Provost – AA-SS-University Advising. \$60,996 - \$86,736 per year. Anticipated hiring range: \$60,996 - \$62,400 per year. Open until filled. #554919

#### Hearing Officer (Intermittent) - Public Safety (Casual Worker)

– Administration and Finance – PS-Transportation and Parking Services. \$16.90 - \$140.00 per hour. Anticipated hiring range: \$33.65 - \$40.87 per hour. Open until filled. #554947  
<https://careers.pageuppeople.com/873/cis/en-us/job/554947/hearing-officer-intermittent-public-safety>

#### Temporary Permit Coordinator (Intermittent) - Public Safety

(Administrative Support Coordinator I) – Administration and Finance – PS-Transportation and Parking Services. \$23.35 - \$34.02 per hour. Anticipated hiring range: \$23.35 - \$27.36 per hour. Open until filled. #554949

#### Director of Development - College of Agriculture, Food & Environmental Sciences (Administrator I) –

University Development & Alumni Engagement – UDAE-College Unit Dev Officer. Anticipated hiring range: \$90,000 - \$123,000. Open until filled. #554882

### College Corps Funded For 3 More Years Through State Grant

Cal Poly has been awarded up to \$20 million over three years from California Volunteers, Office of the Governor, to continue the impactful #CaliforniansForAll College Corps program, which engages students to solve problems in their communities while helping to create debt-free pathways to college. The award ensures that hundreds of students in the College Corps program, now in its fourth year, will continue to contribute thousands of volunteer hours at over 35 community-based sites working in four priority areas — K-12 education, climate action, healthy futures and food insecurity — through the 2028-29 academic year.

### Campus Dining Website Wins Two SIA Awards

Cal Poly Campus Dining earned two Silver Service Industry Advertising Awards for its website and recent site refresh. The national awards recognize excellence in creativity, marketing execution and innovation across the service sector. The updated site improves user experience, especially on mobile devices, with clearer navigation, enhanced visuals and expanded call-to-action features for menus, hours and events. The recognition reflects Campus Dining's ongoing commitment to delivering accessible, high-quality service to the Cal Poly community.

### Grow Your Skills with CSU's Cross Campus Sessions

This March, invest in your growth with sessions focused on communication, leadership and operational excellence. The three-part "How Do I Say That?" series (10 to 10:30 a.m. March 2, 9 and 16) offers practical communication strategies to help you navigate difficult conversations, raise concerns effectively and manage conflict with professionalism. Complete all three sessions to earn a digital badge recognizing your commitment to growth. Then join "From Reaction to Intention" (11 a.m. to noon March 11 and 18), a reflective, journal-based workshop designed to help you shift from reacting to circumstances to intentionally shaping your future with clarity and purpose.

### Free Narcan Training for Cal Poly Employees

In preparation for St. Patrick's Day, Campus Health and Wellbeing will offer free Narcan training for interested faculty and staff Thursday, March 12, and Friday, March 13. Narcan is a safe, possibly life-saving nasal spray that can reverse opioid overdose. Sign up to save a seat in the training to receive lifesaving information and opioid overdose prevention kit.

### Reminder: Concur Blackout Runs Through March 8

Concur is currently unavailable through March 8 as system enhancements are implemented. The updated system will launch March 9. Enhancements include ProCard reconciliation and card applications, revised request forms and expense reports, hospitality justification forms and employee reimbursements, all within one system. Learn more about Concur Enhancements.

## Faculty & Academic Mngmnt Employment Opportunities

Candidates are asked to visit [jobs.calpoly.edu](http://jobs.calpoly.edu) to complete an application and apply for any of the positions shown below. Submit all requested application materials as attachments to your online application by the review begin date for full consideration. For help, email [academicpersonnel@calpoly.edu](mailto:academicpersonnel@calpoly.edu).

**Business Librarian** - Library-Academic Services - #554594

**Collection Strategies Librarian** - Library-Information Resources - #554689 -

**PART-TIME LECTURER POOLS** – Pools are currently open for 2025-2026 academic year. Please visit [jobs.calpoly.edu](http://jobs.calpoly.edu) and search department of interest.

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## In Memoriam

Ana Hartig, emeritus lecturer in World Languages and Cultures, passed away last month at 88. Born in Barcelona on July 31, 1937, she taught Spanish language and literature at Cal Poly (1979–1984; 1991–2020). She earned her undergraduate degree from the University of Barcelona (1964) and her M.A. from UCSB (1969), advancing to Ph.D. candidacy in 1984. Witty and vivacious, Ana shared her love of Spanish culture and brought warmth, humor and insight to her teaching. She is survived by her two children, three grandchildren and family in Spain. She will be deeply missed by her friends and colleagues at Cal Poly.

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## Support Needed for St. Patrick's Day Efforts

The university is seeking individuals interested in assisting in residence halls to support campus efforts over St. Patrick's Day weekend. Those who sign up to assist may be asked to verify resident IDs at checkpoints across University Housing and walk through halls in pairs to deter issues and report concerns to staff. All participants will receive a Campus Dining meal voucher. Individuals who sign up for certain critical-need shifts will also receive \$50 in their Campus Express account. For more information about participating, read the Feb. 25 campus message on the Dean of Student's webpage.

## Marching Band Invited to Perform for 11th Time in Chinese New Year Parade

The Mustang Marching Band has been invited to participate in the Alaska Airlines Chinese New Year Parade on Saturday, March 7, in San Francisco. The band's more than 220 members — from academic disciplines across the campus and nearly all of Cal Poly's six colleges — perform at nearly 50 campus events each year, including athletic games and university functions. The parade will celebrate the Year of the Fire Horse and will be broadcast live on ABC 7 and streamed on Hulu.

## Inclusivity Training to be Held March 16

The Students with Dependents Program in the Office of the Dean of Students will host its Inclusion Training noon to 1:30 p.m. Monday, March 16, via Zoom. The virtual training will help participants learn more about students with dependents, learn about higher education policies specific to parenting and caregiving students, and think about how to apply new knowledge to their campus roles. The training is designed for faculty, staff and student employees who are interested in enhancing inclusive and equitable practices to support students with dependents' success. Questions? Contact Courtney Moore, Students with Dependents program coordinator, at [cmoore90@calpoly.edu](mailto:cmoore90@calpoly.edu).

## March Staff Learning Community: Finance Dashboard 101

Join the Staff Learning Community (SLC) 11:10 a.m. – 12:30 p.m. Wednesday, March 18, via [Zoom](#) for "Finance Dashboard 101." This introductory session will provide an overview of Cal Poly's PolyData Finance Dashboard and the Chart of Accounts. Participants will explore dashboard features including search functionality, report filters, saving customizations, running reports, exporting data and helpful tips and tricks. Learn how to optimize the PolyData Finance Dashboard to effectively view your department's financial data and run reports with confidence.

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## Alcohol and Other Drug Misuse, Addiction, Recovery Teach-In

Join campus and community partners from 10 a.m. to 2 p.m. Friday, March 6, at Chumash Auditorium for an engaging conversation about current addiction and recovery trends impacting San Luis Obispo. Hear from fellow students and local professionals working in prevention, treatment and recovery support, and take part in interactive learning sessions designed to strengthen harm reduction efforts on our campus and in the broader community. Explore how trends are evolving, share ideas and experiences and connect with students, faculty and staff committed to creating a healthier, more informed campus culture. Enjoy free food and build meaningful connections.

## Celebrate International Women's Day March 9

Join the International Center and Kennedy Library in celebrating International Women's Day 11 a.m. to 1 p.m. Monday, March 9 at the library's first-floor entrance. Stop by for a photo booth, games with prizes and opportunities to learn how IWD is recognized around the world. First observed in 1911, International Women's Day continues to champion gender equity and amplify women's voices. Throughout March, Cal Poly honors the social, economic, cultural and political achievements of women.