



Position Title: High School Connections Now Outreach Intern
Hours of Service: 9am-5pm, M-F with some evening and weekend hours
Position Duration: Summer 2022-Spring 2023
Placement Site: Lane Community College

Overview:

The Community College's High School Connections program creates pathways into post-secondary education for students to close the opportunity and access by articulating 120 Lane Community College courses into over 90 regional high schools. High School Connections fosters college and career readiness by certifying high school teachers to align their curriculum to meet the rigor and outcomes of LCC articulated courses.

Through the sponsorship of Campus Compact of Oregon and the Connect2College program, Lane Community College is hosting one (1) year-round Summer 2022 - Spring 2023 intern to serve in the capacity of a College Now Outreach Intern.

Scope of Work:

- The CNOI will work collaboratively with the High School Connections (HSC) team to plan, facilitate, and support College Now articulation meetings with regional high school instructors and Lane Community College faculty and stakeholders
- The CNOI will work collaboratively with the HSC team, Early College, and the Multicultural Center, and college academic programs to build and facilitate a holistic student College Now Advising network for students from BIPOC (Black, Indigenous, People of Color) communities, and underserved student populations
- The CNOI will work collaboratively with the HSC team to design, and facilitate culturally responsive outreach, digital marketing, and social media marketing for the LCC College Now program
- The CNOI will utilize college systems and databases to track student enrollment, retention, success/transfer for students from BIPOC communities, and underserved student populations
- The CNOI will participate in culturally responsive HSC programs to engage students and families from BIPOC Communities, and underserved student populations

Campus Compact of OR AmeriCorps Member Responsibilities:

- Attend all Campus Compact of Oregon required trainings and events, including orientation, monthly webinars, in-service trainings, graduation, regional cohort meetings and others



- Complete and submit all Campus Compact of Oregon required progress reports, timesheets, and other paperwork
- Create at least 2 service opportunities for students and volunteers

Minimum Qualifications:

- 18 years and older
- Currently enrolled as a part-time or full-time undergraduate student from a Campus Compact member institution
- Two years of progressive experience working with high school students from BIPOC Communities, and underserved student populations
- Demonstrated knowledge of community college or four-year post-secondary institutions, and systems
- Demonstrated skills and knowledge of Google Suite, Microsoft Suite, Adobe Acrobat, Adobe Premiere, Adobe Lightbox, iMovie, Zoom, and Canva
- Demonstrated skill and knowledge in leading and facilitating individual, small group (3-5), and medium sized (15-40) meetings
- Demonstrated skill and knowledge leading communications, outreach, and marketing campaigns
- Demonstrated experience in program development, and assessment
- Currently reside within Lane County
- Demonstrated commitment to Lane Community College's practices support institutional diversity, equity, inclusion, and access
- Willingness to engage in conversations about racial justice, equity, and racism

Preferred Qualifications:

- Demonstrated experience as a community college student who has participated in a Dual Credit high school program in the State of Oregon
- Academic knowledge of critical theory and race relations in the United States
- Experience applying an equity lens
- Bilingual and Bicultural - Spanish, Mam, Chinese, Vietnamese, Farsi, or Hmong preferred