

Fort Peck Community College  
 PO Box 398  
 605 Indian Ave  
 Poplar, MT 59255  
 406-768-6300

<b>Job Title:</b>	Student Engagement Coordinator	<b>Position Type:</b>	Full Time
<b>Location:</b>	Wolf Point	<b>Date Closing:</b>	8/2/24
Fax or E-mail resume to: (406) 768-6301 or <a href="mailto:ksears@fpcc.edu">ksears@fpcc.edu</a>  <i>An Equal Opportunity Employer</i>	<b>Mail:</b> Kylee Sears, HR Manager Fort Peck Community College P.O. Box 398 Poplar, Montana 59255 768-6315	Submit the following for employment: <ol style="list-style-type: none"> <li>1. Letter of Interest</li> <li>2. FPCC Application</li> <li>3. Resume'</li> <li>4. All College Transcripts</li> <li>5. 3 Letters of Reference</li> </ol>	

**Job Description**

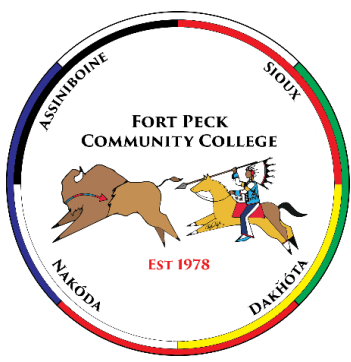
**Job Purpose:**  
 The Canku Project is a five-year demonstration grant from the US Department of Education that will work in all four high schools on Fort Peck Reservation, and their partner middle schools, to develop strong college and career pathways for all students. Both cognitive and non-cognitive skill development are a focus of the program through: tutoring in core subject areas, career mapping, professional and college tours, mentorship, and after school and summer learning activities.

**Duties:**

- Schedule and coordinate college campus visits and college experience activities.
- Schedule, coordinate, and oversee after school and cultural activities.
- Coordinate summer learning and cultural activities.
- Ensure transportation and other resources are prepared to support students and families.
- Assist with peer tutoring.
- Accurate and timely records of all activities and students served.
- Occasional evening hours.

**Educational Qualifications:**

- Bachelor's degree preferred, excellent organizational and communication skills, and at least three years of direct work with students.



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### **Non-Discrimination Notice**

The Fort Peck Community College does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. Fort Peck Community College provides equal access to all individuals who meet the qualification to enroll in college classes: must have a High School diploma or equivalency or be a dual credit or early start student. The following person(s) has been designated to handle inquiries regarding the non-discrimination policies:

Elijah Hopkins, VP for Student Services  
P.O. Box 398, Poplar, MT 59255  
(406) 768-6371  
ehopkins@fpcc.edu

Craig Smith, President  
P.O. Box 398, Poplar, MT 59255  
(406) 768-6310  
hgourneau@fpcc.edu

For further information on notice of non-discrimination, visit <https://ocrcas.ed.gov/contact-ocr> for the address and phone number of the office that serves your area, or call 1-800-421-3481.

**~All new applicants are subject to a Pre-Employment Drug Screening & Background Check~**