

As a member of the General Education Division, the Success Coach will work to ensure the successful transition of students from learning support courses to occupational courses. The Success Coach will build relationships with students and help them make the support connections that they need to be successful while upholding academic integrity. The Success Coach will work to ensure that all students identified in need of additional support will be guided toward the path of course, certificate, diploma, or degree completion by developing and implementing individual and small group intervention and prevention strategies to provide for goal establishment and increase persistence in learning. Periodic, open communication meetings will be held with assigned students for monitoring of academic progress, classroom assistance, and/or personal mentoring, intervening when appropriate.

Duties include:

- May teach the COL 0099 course
- Define and establish a degree completion plan for each student including benchmarks of success.
- Implement prescribed communication plan with assigned students and respond appropriately to student inquiries as well as red flag indicators such as absenteeism or academic deficiency via the Early Alert System.
- Documentation will be completed on the tracking of individual students as they progress.
- Conduct and analyze on-going formative and summative evaluation data of program effectiveness, making modifications as necessary.
- Perform tasks consistent with the goals and objectives of this position.