**Classified Position Request Form**

**Instructions:** Complete one form for each classified position requested

 New Position (not in last year’s budget)

 Replacement Position (in last year’s budget)

 Conversion Position (from grant to general funds not in last year’s budget)

 Formerly Eliminated Position (not in last year’s budget)

Title of Position Requested: Program Coordinator\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Program/Department/Area: Human Services/Behavioral Science\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Hours per Week: 30 (This represents an 11 hour increase over the current 19 hours)\_\_\_\_\_\_\_\_\_\_\_

Number of Months per Year: 10 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Brief Abstract:** (How does position impact present area status, affect workload reduction, impact students or provide support/services?)

Unfortunately, the past success of the Human Services Program (recognized at both the local and state level) has created a situation where other educational institutions are replicating the program and creating significant competition for the limited number of internship opportunities available within the Bakersfield community. Failure to address this in the past has essentially taken the Bakersfield College face out of the community and limited our ability to represent our students in the most effective way possible. This has created a situation whereby class sizes are limited by the shrinking number of internship positions. This is a very effective program that provides students with the academic foundation and hands-on experience to immediately enter the workforce and/or seek a four year degree. At this point, increasing the Program Coordinator’s hours is necessary to maintain our current status by placing the face of Bakersfield College back in the community to support our students’ education and future employment.

**Rationale and Applicability to College Strategic Goals:** (**Substantiate recommendations with data and the guidelines listed in the Budget Decision Criteria document and College Strategic Goals.** Does this need fulfill a compliance/mandated position, i.e. State, Federal, regulatory boards, contracts? Does this need address grant partnership commitments and/or critical community needs?)

In a very real and quantifiable way, the Human Services program is providing our students with the basic “skills, [and] career/technical education” for immediate employment and/or transfer to a four year institution. CSUB now offers a Human Services degree. There are over 22,273 human service employers statewide with 1,730 annual openings. At present, there are unfilled 13 openings in the Bakersfield area.

**Impact on College/District if position is not filled:** (Include how having the position or not having the position impacts FTES, services to students.)

At this point, an increase in the Program Coordinator’s hours is needed to maintain Bakersfield College’s presence in the community in support of our Human Services students. If this increase is not filled I would anticipate losing ground to those education institutions that are maintaining that presence in support of their students.

**Total Cost:**

Salary $\_Range 42.0

Benefits $\_\_\_\_\_\_\_\_\_\_

Computer/office space etc. $\_Already in place

***Total Amount:*** ***$ \_\_\_\_\_\_\_\_\_\_***