The college is accepting applications for the following full-time, grant-funded position:

**Career Mentor**

The Career Mentor will serve as a counselor/mentor to students in the Rebuilding the Missouri Bootheel Grant programs, including Welding, Precision Agricultures, and Advanced Manufacturing. This includes assisting the Project Director with maintaining detailed records of each student from admissions through graduation. This position will also assist with class schedules, recruitment, and registration. The Career Mentor will work with local industry to assist with job placement for program participants. A Bachelor’s degree in Social Work or its equivalent is required. Experience working with students in a career and vocational education setting is preferred. Background in manufacturing and/or agriculture is also desired. Valid driver’s license is required.

The Career Mentor position will be located in Caruthersville, Missouri. Travel to additional sites may also be required.

Salary range is $30,000. Excellent fringe benefit package including, but not limited to health, dental, vision, and life insurance; vacation, sick, and personal leave; and the Missouri Public School & Education Employee Retirement System. Complete applicant file will include the Three Rivers College application form (available at trcc.edu/employment), resume with names/phone numbers of three references, copies of all transcripts, and cover letter explaining interest in the position and in working at Three Rivers College. Review of completed applications will begin immediately and continue until appointment is made. Incomplete files will not be acknowledged or reviewed. We do background checks; E-Verify participant.

To apply, submit all requested material to:

Human Resources
Three Rivers College
2080 Three Rivers Boulevard
Poplar Bluff, MO 63901
Phone: 573-840-9695
Fax: 573-840-9186
Email: humanresources@trcc.edu

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