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

**Director, Workforce Development**

The Director of Workforce Development is responsible for planning, developing, implementing, coordinating, supervising, and evaluating training programs for business and industry. This includes securing funds from state, federal, and other sources for funding, scheduling classes, and securing instructors. The Director must assume a leadership role in the community in all matters related to business and industry training. Successful candidate will work closely with college officials in the development and promotion of economic development activities. A Bachelor’s degree is required; Master’s degree preferred.

Salary range is $40,000 - $50,000 per year. 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

Three Rivers College is an Equal Opportunity/Affirmative Action Institution  
trcc.edu