**Job Class:** Social Worker  
**Working Title:** Student Support Manager

**Job ID:** 41523  
**Location:** Minnesota Southwest Area  
**Full/Part Time:** Full-Time  
**Regular/Temporary:** Unlimited  
**Who May Apply:** Open to all qualified job seekers  
**Date Posted:** 08/26/2020  
**Closing Date:** 09/15/2020  
**Hiring Agency/Seniority Unit:** Minnesota West Community and Technical College  
**Division/Unit:** Student Services  
**Appointment Type:** Unlimited, Full-time  
**Work Shift/Work Hours:** Day Shift  
**Days of Work:** Monday - Friday  
**Travel Required:** Yes  
**Salary Range:** $20.40 - $29.50/hourly; $42,595 - $61,596/annually  
**Classified Status:** Classified  
**Bargaining Unit/Union:** 214/MAPE  
**Anticipated Start Date:** 10/12/2020  
**Re-Posting:** No  
**Connect 700 Program Eligible:** Yes

**Job Summary**

This position exists to provide a range of professional student support services to Minnesota West Community and Technical College students. The goal of this position is to assist students in overcoming specific barriers through programmatic efforts and referral to supportive services within both the college community and the larger community in which the campus resides. The person in this position serves as an advocate for students and a resource for staff and faculty at Minnesota West Community and Technical College.

- Provides support services for students in need and at risk.
- Provide assistance and support for students with non-academic needs related to mental health, housing, food support, childcare, transportation and other targeted student support services.
- Represent Minnesota West Community & Technical College as the designated liaison to area schools, colleges and universities, government agencies and other community organizations on issues related to procurement of resources, prevention, programming and community service.

This position can be located on the Canby, Granite Falls, Pipestone, Jackson or Worthington campus.

This individual must have an understanding of the needs and interests of community college students and the resources needed to support them. A working knowledge of college programs, program requirements, and job outcomes is essential to providing individual consultation and referrals.

**Minimum Qualifications**

- Bachelor's degree in Social Work or Human Services.
- Social Work license with the Minnesota Board of Social Work.
- Knowledge of the modern principles, practices and techniques of the social work field.
- Knowledge of intervention techniques sufficient to meet the needs of the student client population.
- Experience developing techniques to meet the needs of the diverse student client population.
- Knowledge of local, state, and federal laws and regulations affecting social work practice.
- Demonstrated ability in resolving complex and challenging situations.
- Demonstrated experience working with New American populations.
- Ability to work with the personnel of other agencies in referral of students for planning purposes.
- Experience preparing complete social histories, case plans, and reports.
Preferred Qualifications

- Demonstrated ability in effectively working with professionals in higher education and community agencies.
- Master’s degree in Social Work or Human Services
- Three or more years as a Social Worker or Human Services worker with adult populations.
- Working knowledge of FERPA and data privacy laws in higher education.

Additional Requirements

In accordance with the Minnesota State Colleges & Universities (Minn State) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle shall be required to conform to Minn State's vehicle use criteria and consent to a Motor Vehicle Records check.

Other Information

Employment information for this position can be found in its collective bargaining agreement or its plan document at http://mn.gov/mmb/employee-relations/labor-relations/Labor/.

Why Work For Us

GREAT BENEFITS PACKAGE! The State of Minnesota offers a comprehensive benefits package including low cost medical and dental insurance, employer paid life insurance, short and long term disability, pre-tax flexible spending accounts, retirement plan, tax-deferred compensation, generous vacation and sick leave, and 11 paid holidays each year.

How to Apply

For additional information about the application process, go to http://www.mn.gov/careers. Enter job ID: 41523

Click “Apply” at the bottom of the page.

If you have questions about applying for jobs, please contact the job information line at 651-259-3637.

Contact

If you have questions about the position, contact Tricia Bueltel at tricia.bueltel@mnwest.edu or at 507-223-1352.

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