

Job Title	CUNY 2x Tech Success Coach
PVN ID	ME-2201-004490
Category	Managerial and Professional
Location	MEDGAR EVERS COLLEGE
Department	Computer Science
Status	Full Time
Annual Salary	\$55,000.00 - \$70,000.00
Hour(s) a Week	35
Closing Date	Mar 10, 2022 (Or Until Filled)

General Description

TTP Success Coach

The Department of Computer Science (CS) and the Department of Computer Information Systems (CIS) at Medgar Evers College seek a Success Coach to support Medgar's students and equip them with the technical and professional skills they need to land tech jobs. The Success Coach is an individual who is personable, efficient, and has the drive to help our students maintain success throughout the program and reach their first job career goals.

About the NYC Tech Talent Pipeline (TTP)

TTP is a public-private partnership launched by Mayor Bill de Blasio in May 2014 to support the growth of the NYC tech sector and prepare New Yorkers across the five boroughs for 21st-century jobs. The Tech Talent Pipeline works with public and private partners to define employer needs, develop and test training and education solutions, and scale solutions throughout the City, delivering quality talent for the City's businesses and quality jobs for New Yorkers.

Duties Include:

- Provide direct support (1:1 coaching) to Medgar students by supporting their connection to full employment and internship opportunities
- Help develop and present material introducing students to CS and CIS in freshman seminar.
- Review student portfolios resume, LinkedIn, and GitHub profiles to gauge employment readiness.
- Conduct 1:1 mock behavioral interviewing and support the academic advisor with the technical interview
- Support students in identifying potential barriers and creating an action plan to achieve students' goals
- Identify behavioral or personal patterns that impact students' progress and persistence. Refer students to support services and resources accordingly
- Develop students' overall professional skills, as well as coach them toward specific job opportunities;
- Build a student assessment database, which will be used to assess students' professional skills, technical skills, and job search preparedness at several points throughout the academic year — at minimum

successful program execution shall require an *initial, mid-point, and final assessment* during the program period

- Provide regular updates on student technical and professional assessments. Guide students through assessments and create an individualized career plan
- Recruit volunteers and mentors to participate in employer-friendly programs activities such as panels, student mentoring, and events.
- Deliver professional and soft skills workshops *before, during, and after* the program, and support the Academic Advisor in delivering workshops on topics including opportunity in the Tech industry, career pathways, technical resume writing, GitHub, and technical interviewing
- Connect students to informational interviews with industry volunteers and mentors
- Proactively engage industry professionals to support the TTP @ Medgar program and its job placement goals.
- Support all students who are ready for employment. Connect and match students to opportunities sourced by the College or TTP
- Build a growing roster of internships and full-time employment opportunities for program graduates as web developers and software engineers
- Design and compile a student career directory (listing employers and student reviews á la Glassdoor) to be located in the campus-based Career Services Department

Other Duties

- Employer outreach business development and partnership building
- Data collection and analysis

Qualifications

- Bachelor's degree in Education, Counseling, Psychology or related field
- 2-4 Years' experience working in a coaching or mentoring role
- Comfortable with employer outreach business development and partnership building
- Understanding of the tech ecosystem Scene, as understood broadly (e.g., jobs, careers, companies, meetups, fairs, networks)

Preferred Competencies:

- Previous familiarity with academic advisement, particularly in STEM fields.
- Experience working at a tech bootcamp
- Experience working at a College Institution (full or part time)
- At least a working knowledge of one coding language, preferably JavaScript.
- Previous professional experience in a tech field, preferably within or adjacent to NYC tech companies.