

Job Title: Industry Employment Specialist – CUNY Inclusive Economy Initiative
Job ID: 28142
Location: College of Staten Island
Full/Part Time: Full-Time
Regular/Temporary: Regular

POSITION DETAILS

The Office of Careers & Industry Partnerships (OCIP) at the City University of New York seeks Industry and Employer Engagement Specialists to identify career opportunities and grow hiring pipelines for CUNY students and graduates.

Specialists will engage with employers in defining workforce needs, identifying hiring challenges and opportunities, specifying skills and proficiencies needed to fill available roles, and exploring partnerships to help grow New York’s emerging industries.

This opening is for a Specialist who will work within the Department of Marketing in the Lucille and Jay Chazanoff School of Business, at the College of Staten Island.

The College of Staten Island (CSI) is a senior College organized around two academic divisions and three schools, with a total population of approximately 11,000 students. The Chazanoff School of Business has approximately 1,700 majors and offers an AAS in Business, a BS in Accounting, a BS in Business with concentrations in Management, Marketing, Finance, and International Business, and a BA and a BS in Economics. A BS in Information Systems & Informatics is offered in association with the Department of Computer Science. The School also offers an MS in Business Management with tracks in Strategic Management and Business Data Analytics, an MS in Accounting, an MS in Healthcare Management, and a Graduate Certificate in the Business Analytics of Large-Scale Data. Further information about the campus can be found at www.csi.cuny.edu/aboutcsi

Build a Community:

- Secure partnerships with employers offering paid internship, clinical placement, and full-time job opportunities to students with target majors
- Continuously cultivate and grow employer relationships
- Share employment opportunities and, where appropriate, refer qualified students to employers for specific roles.

Establish a Peer Network:

- Coordinate with other industry specialists, campus career offices and CUNY leadership to maximize industry partnerships benefiting the campus and to learn about student and employer needs.

Create Pathways:

- Secure paid internships and full-time job offers within target majors for our newest graduates.

Communicate and Improve:

- Share knowledge with faculty, advisors, and the broader campus to encourage alignment with in-demand skills
- Participate in CUNY-wide training and events and utilize common tools deployed across the initiative.

About CUNY & OCIP

The City University of New York (CUNY) is the nation's largest urban public university and serves 275,000 degree-seeking students and 200,000 non-degree students across 25 campuses. The Office of Careers and Industry Partnerships (OCIP) at CUNY is responsible for mobilizing the university's unparalleled scale, assets and diverse talent to fuel inclusive economic prosperity.

OCIP is working to ensure that 1) CUNY graduates can launch or advance in sustaining careers of their choosing at salaries equivalent to their peers, 2) businesses can turn to CUNY to find the talent, services, and expertise they need to thrive, 3) faculty and staff come and stay at CUNY because the impact they can have on students' career trajectory is unparalleled and recognized, and 4) sustainable funding streams support proven interventions for bolstering student career success today and for years to come.

To learn more about The Office of Careers & Industry Partnerships at CUNY, please visit: <https://www.cuny.edu/about/administration/offices/ocip/>

*Please note that annual reappointment funding is subject to the program renewal.

QUALIFICATIONS

Bachelor's degree and four years' related experience required.

Ideally, candidates will have one or more of the following:

- Experience in career services or economic or workforce development
- Experience with community and business outreach, ideally in implementing talent acquisition, outreach strategies, and business development
- Understanding of business and recruitment and hiring practices in key sectors of the NYC economy (e.g., tech, healthcare, green energy).

CUNY TITLE OVERVIEW

Supports an academic internship program providing career development and professional work experience.

- Acts as liaison between the College and employer sponsors, monitoring the success of

students' internship experiences

- Supervises student internships, assuring adherence to related College and governmental policies and regulations
- Creates and conducts orientation sessions and workshops for students in the internship program; coordinates applications, interviews, and placement as part of overall student outreach
- Provides faculty orientation and development related to internship programs
- Implements and evaluates competencies and other success factors
- Performs related duties as assigned.

CUNY TITLE

Higher Education Assistant

FLSA

Exempt

COMPENSATION AND BENEFITS

\$93,134 - \$99,532

Salary commensurate with education and experience.

CUNY's benefits contribute significantly to total compensation, supporting health and wellness, financial well-being, and professional development. We offer a range of health plans, competitive retirement/pension benefits and savings plans, tuition waivers for CUNY graduate study and generous paid time off. Our staff also benefits from the extensive academic, arts, and athletic programs on our campuses and the opportunity to participate in a lively, diverse academic community in one of the greatest cities in the world.

HOW TO APPLY

To apply, please visit <http://cuny.jobs/> and enter the Job ID# in the "What" section field. Candidates must attach a resume, cover letter, and three professional references (name, title, organization, and contact information) as one file.

**Until further notice, this is a hybrid position, eligible to work remotely and work in the office.

CLOSING DATE

April 11, 2024

JOB SEARCH CATEGORY

CUNY Job Posting: Managerial/Professional

EQUAL EMPLOYMENT OPPORTUNITY

CUNY encourages people with disabilities, minorities, veterans and women to apply. At CUNY, Italian Americans are also included among our protected groups. Applicants and employees will not be discriminated against on the basis of any legally protected category, including sexual orientation or gender identity. EEO/AA/Vet/Disability Employer.