



State Employment Opportunities

For all available job openings, visit jobs.calpoly.edu. All new positions are listed below. To apply, go online and complete the application form. For assistance, call Human Resources at ext. 6-2236.

Reference Services and Collections Specialist – Library Services Specialist III – Academic Affairs Provost – Library Special Collections and Archive. \$49,944-\$92,076 per year. Anticipated hiring range: \$51,500-\$56,750 per year. Open until filled. #542797

Multicultural Center Coordinator - Student Diversity and Belonging (SSP II) – Student Affairs – Multicultural Center. \$58,092-\$82,608 per year. Anticipated hiring range: \$58,092-\$63,441 per year. Open until filled. #542854

Citation Program Coordinator (Administrative Support Coordinator I) – Administration and Finance – Transportation and Parking Services. \$46,368-\$72,864 per year. Anticipated hiring range: \$46,376-\$56,624 per year. Open until filled. #542743

Administrative Support Assistant II (GrC and Psychology/Child Development) – Academic Affairs Provost – CLA Graphic Communication. \$40,476-\$59,592 per year. Anticipated hiring range: \$40,480-\$48,664 per year. Open until filled. #542561

Custodial Operations Manager (Administrator I) – Student Affairs – UH Custodial Operations. Anticipated hiring range: \$73,500-\$89,250 per year. Open until filled. #542458

Administrative Specialist for Writing and Learning (Admin Analyst/Specialist 12 Mo) – Academic Affairs Provost – APP Office of Writing & Learner. \$46,548-\$89,856 per year. Anticipated hiring range: \$60,000-\$75,000 per year. Open until filled. #542260

University Campus Program Accountant (Accountant I) – University Development & Alumni Engagement – UDAE Operations. \$53,436-\$100,116 per year. Anticipated hiring range: \$63,800-\$77,00 per year. Open until filled. #542066

Campus Advocate, Safer - Campus Health and Wellbeing (SSP III) – Student Affairs – CH&W Safer. \$63,312-\$90,204 per year. Anticipated hiring range: \$67,000-\$74,239 per year. Open until filled. #542694

Academic Advisor, Peer Mentoring Program Coordinator (SSP III) – Academic Affairs Provost – OCOB Student Success. \$63,312-\$90,204 per year. Anticipated hiring range: \$63,315-\$74,239 per year. Open until filled. #542366

Health Educator - Sexual Health Specialist Student Affairs – CH&W Health Education. \$57,468-\$110,928 per year. Anticipated hiring range: \$73,500-\$84,000 per year. Open until filled. #542371

Technology Communications Distribution Designer (Network Analyst 12 Mo) – Information Services – ITS Infrastructure & Platform. \$61,896-\$152,760 per year. Anticipated hiring range: \$100,000-\$110,000 per year. Open until filled. #540965

Benefits Open Enrollment

Benefits Open Enrollment is open thru Oct. 11. This is your annual opportunity to review, enroll, make changes, or cancel your health and voluntary plans effective Jan. 2025. This includes medical, dental, vision, flexcash, dependent care reimbursement account, health care reimbursement account, and voluntary offerings. Attend the Virtual Benefits Open Enrollment Fair, where various plan providers will share information about rates, changes, and key features. This is your opportunity to ask questions as you make important decisions regarding your coverage. Visit the Open Enrollment webpage.

New Faculty and Staff Dining Membership Available

Cal Poly Campus Dining has a new Faculty and Staff Dining Membership for the 2024-25 Academic Year. There are two membership options: the Mustang Gold Dining Membership (\$350 and includes \$50 bonus Dining Dollars), and the Poly Green Dining Membership (\$175 includes \$25 bonus Dining Dollars). Each Membership includes exclusive benefits: admission to quarterly mixers, a reusable tumbler with preloaded fills, and coffee for a penny every Wednesday at Julian's. Purchase plans through the Money Matters tab in the Portal! Membership can be used at any Campus Dining venue, and unused Dining Dollars roll over each year.

Mustang Shuttle Bus

This free shuttle returns Monday, Sept. 23. Hours are 7 a.m. to 6 p.m. Mon-Fri, with evening hours from 6 p.m. to 12:30 a.m., every day. The daytime loop runs every 30-45 minutes and offers pick-up and drop-off at seven stops. Download the Mustang Shuttle app for details.

Faculty Employment Opportunities

Candidates are asked to visit jobs.calpoly.edu to complete an application and apply for any of the positions shown below. Submit all requested application materials as attachments to your online application by the review begin date for full consideration. For assistance, email Academic Personnel at academicpersonnel@calpoly.edu.

Part-Time Assistant Coach – Rodeo – CAFES – College of Agriculture Food and Environmental Science. #542657

PART-TIME LECTURER POOLS
– Pools are opening for 2024-2025 academic year. Please visit jobs.calpoly.edu and search department of interest.

ASI Employment Opportunities

Hiring, developing and empowering quality staff is what drives the ASI organization. Join ASI's dynamic team that supports not only the students of Cal Poly, but the entire university and greater San Luis Obispo communities. Only new job listings are posted below. For a full list of available postings and to apply, visit the Work For ASI webpage. Sign up for the Work For ASI newsletter to be the first to know about new opportunities. For more information, contact ASI Human Resources at asihr@calpoly.edu.

Assistant Coordinator — Human Resources (Training and Development) 3-Year Temporary. \$30.54 per hour, plus excellent benefits. Anticipated hiring range: \$30.54–\$48.86 per hour. Open until filled.

Fall Professional Development

The Center for Teaching, Learning, and Technology have a number of Fall Professional Development opportunities. Workshops include: Artificial Intelligence Buffet, Creating a Blended/Hybrid Course, Creating Accessible Course Materials, Team Learning Basics, Half-day Faculty Writers' Sprints, and Introduction to Equitable and Inclusive Teaching. CTLT's workshop webpage includes information on Book Circles, stand-alone workshops, and additional resources.

CSU's Got Talent Webcast

Procrastination: What It Is, Why We Do It, and What You Can Do About It. Join CSU's Got Talent on Sept. 18 with Fuschia Sirois, Ph.D., Professor of Social and Health Psychology, University of Durham, UK, for a session exploring the underlying causes of procrastination and providing actionable advice for overcoming it. Whether you struggle with procrastination in your personal life or professional environment, this presentation equips you with tools to manage and reduce procrastination effectively. Register on the Learn and Grow webpage. <https://afd.calpoly.edu/learn-and-grow/courses-workshops/live-learning/>

Environmental Health and Safety and Risk Management Join Forces

Recognizing the need for a holistic risk management approach, Environmental, Health, and Safety (EHS) and Risk Management have merged. This integration aims to enhance risk assessments, prioritize focus on higher risks, streamline processes, drive proactivity and foster collaboration. The merger aligns with Cal Poly's strategic goals, leveraging the complementary expertise to create a unified Enterprise Risk Management (ERM) department. ERM will provide senior management with a comprehensive view of risks, enabling them to achieve business objectives and create stakeholder value. Key benefits include enhanced decision-making, reduced duplication in risk assessment, improved coordination across functions, and reliable reporting and monitoring.

Honorary Degree Nominations Now Open for 2025

Cal Poly and CSU are accepting nominations for 2025 honorary degrees, which celebrate outstanding individuals from diverse fields and backgrounds—both locally and internationally, across academic and non-academic realms. Nominees must embody the values of higher education and be distinguished in their fields. The entire Honorary Degree nomination process is confidential, including contacting a prospective nominee to discuss the possibility of a nomination or informing an individual that they have been nominated.

Host an Event During Mustang Family Weekend this November

Parent and Family Programs will host Mustang Family Weekend Nov. 1-3 and invites colleges, departments and programs to participate. Hosting an event is a great opportunity for families to meet college leadership, tour a special facility, listen to a compelling lecture, attend a reception, witness a unique demonstration and deepen their connection to Cal Poly. All event details will be published on the Mustang Family Weekend website. For more information, contact Parent and Family Programs at ext. 6-6799 or calpolyparent@calpoly.edu.

Learning Hub Expands Access to Students, Retiring Skillsoft for Students

Students now have access to the Cal Poly Learning Hub, replacing the Skillsoft for Students platform, which will be retired Dec. 13, 2024. Please update any links to Skillsoft for Students and direct students to the Learning Hub. The Cal Poly Learning Hub now serves students, employees, and auxiliary members, offering thousands of professional development resources, including courses, books, assessments, and AI simulators on topics like technology, business, leadership, and personal growth. For assistance, help locating a training, and user guides, please visit the Learning Hub support page.

Career Services Offers Onboarding Guide to MustangJobs

Career Services offers an onboarding guide for faculty and staff to assist with the registration and job posting process. The newly updated MustangJobs website provides enhanced tools for students and employers and is available to help faculty and staff advertise their on-campus student jobs, internships and Federal Work-Study (FWS) opportunities. Career Services can be reached at careerservices@calpoly.edu or 805-756-2501.