



FLETCHER TECHNICAL COMMUNITY COLLEGE

Regional LaSTEM Director (Region 3)

The Louisiana Science, Technology, Engineering, and Mathematics Advisory Council (LaSTEM) under the auspices of the Board of Regents is tasked to coordinate and oversee the creation, delivery, and promotion of STEM education programs, to increase student interest and achievement in the fields of STEM, to ensure the alignment of education, economic development, industry, and workforce needs, and to increase the number of women who graduate from a postsecondary institution with a STEM degree or credential. Fletcher Technical Community College serves as the host organization for LaSTEM Region 3: Assumption, Lafourche, Terrebonne parishes. The primary responsibility of the Regional LaSTEM Director is to advocate for STEM Council activities and initiatives throughout the assigned STEM Region and beyond. In addition, the selected individual is expected to:

- Implement STEM programs throughout the region to meet the regional demands of the workforce.
- Identify support and collaboration of new STEM programs and scale-ups/optimizations of existing STEM programs within the region.
- Report accurate reports requested throughout the year.
- Develop promotion and marketing tactics to ensure strong applicant pool.
- Develop a strategy to support data gathering, analysis, action plans, and achieving identified benchmarks.
- Maintain updated financial records and prepare financial reports for the Regional STEM Advisory Committee and the LaSTEM Program Administrator.
- Maintain detailed financial status reports of actual expenditures with justifications submitted to the State using the template provided.
- Deliver quarterly performance reports by due date in the prescribed format to the LaSTEM Program Administrator.
- Meet all other contractual deadlines and, when unable to do so, communicates in a timely fashion any intervening circumstances.
- Communicate Regional STEM Council activities and updates regularly to the region, using various resources such as social media, periodic newsletters, Regional STEM website, media engagements (radio, television, print), speaking engagements and others.
- Convene the Regional STEM Advisory Committee at least six times per year and post agendas to the Regional STEM website along with meeting summaries and members in attendance:
 - leveraging the group to communicate throughout the region,
 - to promote discussion and prompt relevant feedback to issues and opportunities,
 - to oversee budget and program decisions,
 - to otherwise inform progress and
 - to engage as volunteers in regional and statewide LaSTEM Council events and programs.
- Meet with the LaSTEM Program Administrator and the other Regional STEM Directors weekly with one face-to-face meeting each month. Scheduling face-to-face meetings can be flexible but will be contingent upon surrounding circumstances and issues. Other meetings with the Regional STEM Directors' supervisors shall be convened periodically to meet with the LaSTEM Program Administrator as well.
- Provide leadership to the LaSTEM Advisory Council by serving the broader state mission beyond the Regional STEM Director's region.

- Establish working relationships with STEM-related business and industry, workforce, economic development, school-to-career, trade/professional, early childhood, preK-12 schools, community colleges, intermediaries, public and private colleges and universities, and cultural and community organizations in the region, cataloguing their contributions to STEM education and their STEM workforce needs:
 - Provide a database of new and recurrent contacts and their contributions to STEM.
 - Describe these entities, institutions, and individuals targeted for relational development in the current year and what progress has been made.
 - Identify key institutions with whom the Regional STEM Director works to establish close ties within the coming year.
- Lead planning, partnering, and publicity to organize family/community STEM events.
 - Provide impact evidence (including location, attendance, partners, programs, budget, artifacts, and effects on knowledge or attitudes) of family/community STEM events.

Qualifications: Bachelor's degree with emphasis or comparable experience in a STEM field, marketing, management or related area. Demonstrated ability to engage, inspire and advocate for STEM interests and activities. Strong verbal and written communication skills. Ability to plan, organize, and manage complex activities. Ability to establish and maintain effective working relationships. Demonstrated ability to establish and maintain a professional working relationship with a wide variety of individuals from diverse backgrounds. Knowledge of current software and web-based applications.

Preferred Qualifications: Master's degree in a STEM field, management or related area.

Reports To: Dean of STEM

[About Us](#) (Click here to learn about Fletcher)

The Schriever, Houma, Thibodaux community is famous for its Cajun food and music, charter boat fishing, swamps, and dance halls. Also, it is well known for its birding trails, an exotic wildlife park, museums, Mardi Gras celebrations, medical facilities and more. The area is designated a retirement community and offers diversity and a rich culture. Residents take pride in their properties and that curb appeal adds to the richness of the community.

Fletcher Technical Community College is an Equal Opportunity Employer in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, this Educational Agency upholds the following policy: Fletcher Technical Community College campuses assure equal opportunity for all qualified persons without regard to race, color, national origin, gender, gender identity, age, religion, qualified disability, marital status, veteran's status, political affiliation, sex or sexual orientation in its hiring or employment practices or in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Each campus welcomes handicapped individuals and has made buildings accessible to them. Faculty and staff demonstrate success in working with diverse populations and demonstrate experience in a variety of teaching methods.

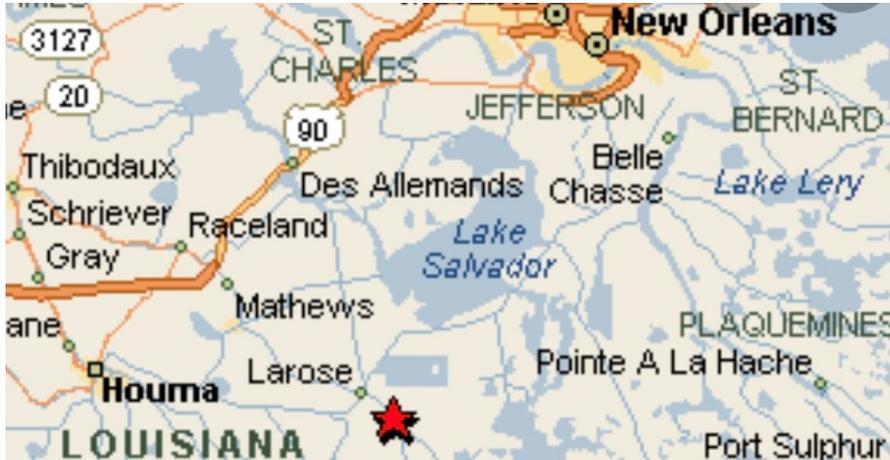
Title IX Coordinator:

(985)448-5904

1407 Highway 311

Schriever, LA 70395

Campuses are located in Schriever, Houma and Thibodaux, 1 hour southwest of New Orleans.



Qualified applicants should submit Resume, [Employment Application](#), and Transcript(s) to:

hr@fletcher.edu

or

**Fletcher Technical Community College
Human Resources
1407 Highway 311
Schriever, LA 70395**

Application Instructions can also be located at www.fletcher.edu under Employment.