RIO HONDO COLLEGE, Whittier, CA
is currently seeking a highly motivated professional to join our team:

**Director, Financial Aid, Scholarships and Veterans Services**
Full-Time, Academic Administrator

To obtain a brochure, District application, and/or additional information, please visit the employment opportunities section of the Rio Hondo College website at:

www.riohondo.edu/hr

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- DISPLAY ADVERTISING &

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**Co.** Rio Hondo College  
**Attn** Olivia Almanza x 5155  
**From** Sam Vink  
**Fax** (562) 908-0411

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**ACCOUNTING**  
**Keyword**  
**RIO HONDO COLLEGE, Whittier CA**  
- Account Clerk III F/T  
  www.riohondo.edu/hr  
  EEO

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GRAND TOTAL $7

LANDSCAPING  [ Keyword
RIO HONDO COLLEGE, Whittier CA
• Sr. Grounds Maintenance Worker F/T
www.riohondo.edu/hr    EEO

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**Invoice #** 103251  
**Invoice Date** 4/2/2014

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Rio Hondo College  
Office of Human Resources  
3600 Workman Mill Rd.  
WHITTIER CA 90601

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**Total Cost**

Discount %  0%

Sub Total

Total Paid

Finance Charge

US Dollars **Balance Due**

- If paid by 4/17/2014
- If paid by 5/2/2014

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Phone: (888) 536-8220
Rio Hondo College
Office of Human Resources
3600 Workman Mill Rd.
WHITTIER CA 90601

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Office of Human Resources  
3600 Workman Mill Rd.  
WHITTIER CA 90601

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FAX:
805-658-3603

EMAIL:
classifieds@sgvn.com

MAIL OR IN PERSON:
San Buenaventura House - Ventura Star News
1218 North Driftwood Rd
Ventura, CA 93001

Licita House - V.F.
2:00 am - 5:00 am

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Sun.-Mon.: Deadline

Mon.-Sat.: 5:00 pm

Deadline: Friday

1:00 pm Prior Day

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RIO HONDO COLLEGE, Whittier, CA
is currently seeking a highly motivated professional to join our team:

DIRECTOR OF EOPS AND CARE #14-09

Under administrative direction, to provide leadership and direction; to manage, supervise, and coordinate the Extended Opportunity Program and Services (EOPS) and Cooperative Agencies Resources for Education (CARE) programs and activities; to coordinate assigned activities with other District divisions, and outside agencies; and to provide highly responsible and complex professional support to the Dean, Student Affairs.

SALARY
Management Salary Range 4B
$1,000, 074 - 121, 906/Annually

Skills:

MINIMUM QUALIFICATIONS
Experience:
Within the last four years, two years of experience or the equivalent:
a) In the management or administration of educational programs, community organizations, government programs or private industry in which the applicant dealt predominately with ethnic minorities or persons handicapped by language, social or economic disadvantages; or,
b) As a community college EOPS counselor or EOPS instructor, or comparable experience in working with disadvantaged clientele; and, one year of formal training, internship, or leadership experience reasonably related to the administrative assignment.

Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.

To obtain a brochure, District application, and/or additional information, please visit the employment opportunities section of the Rio Hondo College website at:

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Substance Abuse Training
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Company: Rio Hondo
Contact Name: Rio Hondo
URL: http://www.riohondo.edu/hr

Job Title: Director of EOPS/CARE
Job Category: Education/Library

Job Description:

RIO HONDO COLLEGE, Whittier, CA
is currently seeking a highly motivated professional to join our team:

DIRECTOR OF EOPS AND CARE #14-09

Under administrative direction, to provide leadership and direction; to manage, supervise, and coordinate the Extended Opportunity Program and Services (EOPS) and Cooperative Agencies Resources for Education (CARE) programs and activities; to coordinate assigned activities with other District divisions, and outside agencies; and to provide highly responsible and complex professional support to the Dean, Student Affairs.

SALARY
Management Salary Range 48
$100,074 - 121,906/Annually

Skills:

MINIMUM QUALIFICATIONS
Experience:
Within the last four years, two years of experience or the equivalent:
a) In the management or administration of educational programs, community organizations, government programs or private industry in which the applicant dealt predominately with ethnic minorities or persons handicapped by language, social or economic disadvantages; or,
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Charles H. Dyson School of Applied Economics and Management
Lecturer in Accounting
Cornell University, Ithaca, NY

Cornell is a community of scholars bound by intellectual rigor and engaged in agile and broad research with a global perspective. The School of Applied Economics and Management (AEM) at Cornell University seeks an outstanding candidate for a Lecturer appointment with possibility of renewal. The position is contingent upon permanent funding for a 2-year period which is subject to renewal.

The School of Applied Economics and Management (AEM) at Cornell University is one of the most influential and respected programs in the United States and one of the most highly ranked. It is home to two leading academic journals, the Journal of Economic Literature and the Revue d'Économique et de Statistique.

The School of Applied Economics and Management (AEM) is an outstanding environment for teaching excellence. The position is subject to permanent funding for a 2-year period which is subject to renewal. The School of Applied Economics and Management is an equal opportunity employer.

Professorship: The person is expected to have at least 2 years of teaching experience at the college level, with a record of excellence in teaching and publication. The position is subject to permanent funding for a 2-year period which is subject to renewal. The School of Applied Economics and Management is an equal opportunity employer.

To apply, please submit the following documents electronically in one PDF: letter of application, curriculum vitae, evidence of teaching excellence, writing sample, and any other relevant documents.

Rio Hondo College
Full-Time, Academic Administrator

To obtain a brochure, District application, and/or additional information, please visit the employment opportunities section of the Rio Hondo College website at: www.riohondo.edu/hr

Rio Hondo College

SCHOOL OF MEDICINE
UT Health Science Center
SAN ANTONIO

The University of Texas Health Science Center at San Antonio is an equal opportunity/affirmative action employer. The University of Texas Health Science Center at San Antonio is committed to the principles of diversity and inclusion. It is the policy of the University to ensure compliance with all laws, regulations, and guidelines related to equal opportunity and affirmative action.

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02/10/2016 @ HISPANIC OUTLOOK 25
Yuba Community College District

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**DIRECTOR, EOPS/CARE**

Full-Time, Academic Administrator

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**Rio Hondo College**

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communitycollegejobs.ccweek.com
Rio Hondo College  
Office of Human Resources  
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WHITTIER CA 90601

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# Client Invoice

**Invoice #** 103037  
**Invoice Date** 9/25/2013

Net 30  
Current charges are considered past due 30 days from the invoice date, after which a 1.5% per month late payment charge will be applied.

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**Rio Hondo College**  
**Office of Human Resources**  
3600 Workman Mill Rd.  
WHITTIER CA 90601

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If paid by 10/10/2013  
If paid by 10/25/2013

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Foothill Transit, the primary fixed route bus provider in eastern Los Angeles County, California, is seeking highly qualified individuals for the listed positions. Foothill Transit is committed to equality, equity, inclusion, and innovation. We are an award-winning bus system with a fleet of over 350 vehicles and serving over 14 million annually. Come Work with the Best!

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2. To apply: "Job No: 98602645
3. Under "Apply to Job": "Submit Resume"
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PREPARE FOR THE FUTURE

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Terry LaHote, PIHR
Fscreen, CA
Member Since 1993

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COVER LETTERS THAT SELL
making the write introduction

John and Linda applied for the same job. They were equally qualified, and each submitted an excellent resume. Both also submitted excellent references. John included a general letter that indicated he understood his own history and aspirations. In one case, he had written a letter to apply for a new position. The letter was acceptable, but not inspiring. He did not use his own experiences to show how he could be helpful or to explain how he could be of value to the company. He simply stated that he had the experience and qualifications needed.

Linda's letter, on the other hand, showed how she could help the company. She introduced herself, her background and qualifications. She explained how she could be of value to the company. She also included specific examples of her past success.

Although the resumes were equally qualified, Linda's letter put her in front of the job interview. Both John and Linda never got offered.

RESEARCH BEFORE YOU WRITE

The more you know about the employer's needs and the more compelling your letter can be. Research the company's Web site, carefully analyze job descriptions and read customer reviews. Get a feel for the company's culture and work environment. What are their values? How do they operate? What is the work like? What are the benefits?

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