

NORTH CENTERS
WILLOW INTERNATIONAL STAFFING PLAN
Administrative-Management-Non Instructional Certificated and Classified Staff
DRAFT

AREA	Position	Existing Staff	Additional Staff-Transition Plan through Initial Accreditation
Administration	Vice Chancellor-North Centers to President-Upgrade	1	
Administration	Vice President (VP)-Instruction/Student Services	1	
Administrative Staff	Admin Asst-Vice President Instruction/Student Services	1	
Administrative Staff	Institutional Research Coordinator-Upgrade from PT to FT	0.5	0.5
Administrative Staff	OAI-III-Director of Technology	0.2	0.8
Administrative Staff	Public Information Officer		1
Administrative Staff	Secretary to the Vice Chancellor	1	
Administrative Staff	Technology Director-Upgrade from PT to FT	0.4	0.6
Business	Assoc College Business Mgr to VP Administration/Finance	1	
Business	Admin Asst-VP Administration/Finance		1
Business	Account Clerk III	1	1
Business	Accountant/Auditor		1
Business	Accounting Supervisor		1
Business	Accounting Technician I		1
Business	Accounting Technician II	0.5	1.5
Business	Duplicating Operator		1
Business	Office Assistant III, Printing srvc		2
Facilities	Building Services Manager		1
Facilities	Custodian	5	
Facilities	General Utility Worker	1	
Facilities	Lead Custodian	1	
Financial Aid	Financial Aid Manager-Upgrade to Director	1	
Financial Aid	Financial Aid Assistant I	0.5	1.5
Financial Aid	Financial Aid Assistant II	1	1
Financial Aid	OA III-Financial Aid	0.5	0.5
Instructional Support	Dean of Instruction	1	
Instructional Support	Admin Aide to Dean-Instruction	1	
Instructional Support	Curriculum Assistant		1
Instructional Support	Early Childhood Education Specialist	3	
Instructional Support	Instructional Technician	1FT	1
Instructional Support	Instructional Aide	3PPT	
Instructional Support	Librarian	0.5	0.5
Instructional Support	Library Service Assistant	1.5	2
Instructional Support	Micro Computer Resource Technician	1FT-3PPT	1
Instructional Support	Office Assistant III	1	
Student Services	Dean of Student Services	1	
Student Services	Admin Aide to Dean-Students	1	
Student Services	Admissions and Records Manager		1
Student Services	College Center Assistant	1	
Student Services	College Relations Coordinator		1
Student Services	Ed Advisor	1	1
Student Services	Office Assistant I/II-Tutorial Center		1
Student Services	Office Assistant III-A&R, Assessment	2	2
Student Services	School Relations Specialist	1	
Student Services	Student Services Specialist	1	
Student Services	DSPS Director	1	
Student Services	Nurse	0.5	0.5
Student Services	Dept Secretary-Health Services	0.5	0.5
Student Services	Registration Assistants(Seasonal)	3 PPT	

FT=Permanent full-time position PPT=Permanent part-time positions