

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT**  
**STRATEGIC HIRE REQUEST**  
**9.26.2023**

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p><b>Position Title:</b> Specialty Lab Technician III-Fine Arts- Ceramics</p> <p><b>Position #:</b> IA-00028</p> <p><b>FTE:</b> 1.0</p> <p><b>Level:</b> 32</p> <p><b>Department:</b> Visual Arts and Humanities- Ceramics</p>	<ol style="list-style-type: none"> <li><b>1. Key responsibilities of position:</b> <ul style="list-style-type: none"> <li>○ Perform a variety of technical and specialized duties related to the preparation, operation and maintenance of a Ceramics laboratory and related areas.</li> <li>○ Prepare and maintain required MSDS sheets and District Hazardous materials inventories.</li> <li>○ Provide technical information to instructors and other district personnel regarding Ceramics equipment, techniques and materials; recommend the purchase of materials/equipment as requested.</li> <li>○ Work in conjunction with College and District Facilities and Maintenance personnel to coordinate maintenance and repair of Lab facilities and building infrastructure such as lights, dust extraction systems, electrical and gas as required.</li> <li>○ Implementation of safety regulations involving the use, storage and disposal of toxic materials.</li> </ul> </li>   <li><b>2. Current status of position:</b> <ul style="list-style-type: none"> <li>○ Filling a replacement position included in the budget</li> </ul> </li>   <li><b>3. Strategic Staffing Rationale:</b> Please address at least one of the following items:               <ul style="list-style-type: none"> <li>○ Legal mandates- Position prepares and maintains various required records and reports related to laboratory operations, health and safety, supplies, inventory and budget, including required MSDS sheets and District Hazardous materials inventories per health and safety mandates from OSHA, Cal-OSHA, State and Local Fire Codes, Air Pollution Control Regulations and Hazardous Materials Handling and Waste.</li> <li>○ Health and safety priorities- OSHA, Cal-OSHA, State and Local Fire Codes, Air Pollution Control Regulations and Hazardous Materials.</li> <li>○ Critical threshold of instruction or support services- Position is critical and instrumental to facilitating instructional delivery per health and safety protocols and mandates for all areas of the Ceramics program. This includes curriculum support with particular attention on the operation and maintenance of the Ceramics building laboratories and related areas. Assists faculty and students in the use of a variety of equipment, materials and supplies in the instructional setting. Prepares instructional materials and equipment for faculty demonstrations and student use, as required according to approved procedures.</li> <li>○ Essential supervision</li> </ul> </li>   <li><b>4. Budget Impact – Please specify the following:</b> <ul style="list-style-type: none"> <li>○ Is position included in the current budget? Yes</li> <li>○ Funding Source? Unrestricted</li> </ul> </li> </ol>

		<ul style="list-style-type: none"><li>○ Smartkey and Salary Object: 1378601-2210</li><li>○ Annual Salary at Step B: \$4,353 mo., \$52,236.00 yrly</li></ul>