



# STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

P. O. BOX 2008

NEW BRITAIN, CONNECTICUT 06050

TEL. NEW BRITAIN: 203-229-1607

TEL. HARTFORD: 203-566-7373

## AUTHORIZING RESOLUTION

concerning

The Establishment of a New Position

at Southern Connecticut State College

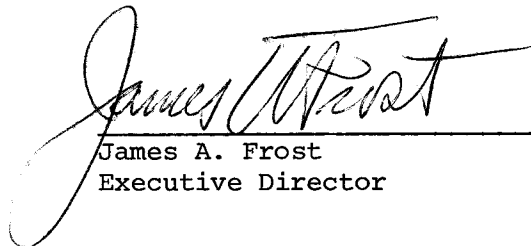
Information Media Specialist for Title XX

Administrator I

June 8, 1979

RESOLVED, That the position, Information Media Specialist for Title XX/Administrator I, be established at Southern Connecticut State College effective June 8, 1979, in accordance with all provisions and expectations as set forth in the proposal dated June 6, 1979 which is attached as an addendum to this Resolution.

A Certified True Copy:

  
James A. Frost  
Executive Director

12/12/77

ALTERATION OF A CURRENT POSITION OR ESTABLISHMENT OF NEW POSITION  
IN THE UNCLASSIFIED SERVICE

To: Executive Officer for Faculty and Staff Affairs

From: Southern Connecticut State College, Manson Van B. Jennings *M Van B J*  
President

Concerning: X New Position, \_\_\_\_\_ Existing Position (Vacant/Filled)

Proposal:

Proposed Position:

Title/Rank Information Media Specialist For Title XX (Admin. I).

<u>12 months</u>	<u>\$11,200</u>	<u>Federal Funding</u>	<u>AFSCME</u>
10 or 12 mo.	Salary Level	Fund (Gen., Ed. Ext., Aux.)	Bargaining Unit
Full-Part-Time			
<u>Temp.</u> - Perm.			

3. Summary of Function (attach required job description)

See attached

4. Rationale for Altering or Establishing Position

See attached

5. Conditions of Employment if Changed or Different from Norm.

Appointment will terminate 12/31/79. Reappointment in this position is contingent upon renewal of federal funding source (Title XX).

Central Office Use

Consultation with Bargaining Unit  
Completed 6/8/79 *CML*

Approved:

1. For Submission to PERC *CML 6/6/79*
2. By Committee/Board \_\_\_\_\_

Comments:

Date

Signature

JOB DESCRIPTION  
MEDIA INFORMATION SPECIALIST  
SOUTHERN CONNECTICUT STATE COLLEGE  
TITLE XX PROGRAM

1. Develops and implements title XX public information programs under the supervision of the Director of Public Affairs.
2. Coordinates internal and external communication relating to Title XX.
3. Assists Title XX faculty in developing public information with service provider agencies.
4. Writes, edits and designs Title XX publications.
5. Works under the supervision of the Title XX coordinator as a member of the Title XX team of professional trainers in curriculum developments specialists.
6. Performs related duties as required.