

**PORTLAND STATE
UNIVERSITY
DIVISION OF
STUDENT AFFAIRS**

Position Announcement For

**Director of Student
Advising Center**

University: Portland State University invites applications and nominations for the position of Director of Student Advising Center. The University, part of the Oregon State System of Higher Education, is located in downtown Portland, and enrolls 16,000 students including the largest proportion of minority students in the state. The University offers a number of academic programs at both the undergraduate and graduate levels.

Position: The Director of the Student Advising Center will have budgetary and administrative responsibilities for the Center and will report directly to the Vice-Provost for Student Affairs. Additionally, this position will be responsible for procedural and academic advising of undecided and general studies, majors, transfers, advising and referral of students to appropriate departmental advisors. The Director may also be required to be involved in University recruitment efforts.

Qualifications: A Masters Degree from an accredited institution. The successful applicant will also have a minimum of three

years experience in academic advising of students, including non-traditional, culturally diverse student groups in a college or university setting.

Position Availability: The position is available September 1, 1987.

Salary: The salary range is \$18,000 to \$24,000 dependent upon qualifications and experience.

Applications Procedure: Letters of application or nominations; a current resume' and three recent letters of recommendation should be sent to:

**Director of Student Advising
Center Search Committee
Office of Student Affairs
Portland State University
P.O. Box 751-OSA
Portland, Oregon 97207**

Application Deadline: Application materials must be received by August 7, 1987.

Portland State University is an Equal Opportunity, Affirmative Action Employer. Qualified minorities, women, and members of other protected groups are encouraged to apply.

PUBLIC AFFAIRS MANAGER

Motor Vehicles Division, Salem

Responsible for planning and implementing public information/public relations programs for the agency; responsible to Administrator. Responsible for all agency publications, press relations, legislative liaison, and administrative rule adoption. Supervises staff of six people.

Must have five years steadily increasing management, profession or staff technical experience

in public relations or related field and degree in Journalism or public relations OR three more years of pertinent experience. Starting salary is \$2646 per month.

Apply immediately to:

**Personnel and Labor
Relations Division
155 Cottage Street NE
Salem, OR 97310
(503) 373-7572**

An Equal Opportunity Employer

EDUCATION

Southwestern Oregon Community College is accepting applications for the following one-year visiting faculty positions to begin September 1.

**DIRECTOR OF HEALTH
OCCUPATIONS**

11 month contract. 2/5 release time to manage nursing, EMT, nursing assistant programs, 3/5 instruction in PN/ADN program. M.N. required, plus active Oregon RN license or ability to obtain.

**LEAD AUTOMOTIVE
INSTRUCTOR**

Teach lecture and lab courses in established program leading to A.S. in Industrial Mechanics (automotive major). Degree preferred.

**MATH/PHYSICS
INSTRUCTOR**

Teach Math (basics through Calculus) and Physics (Calculus-based). Practical applications orientation and success with transfer and vocational students. Masters Degree required.

Salary range \$16,179-\$25,296. Send letter, resume, and transcripts to:

**Faculty Search Committee
Southwestern Oregon
Community College
P.O. Box 3148
Coos Bay, OR 97420
by July 22**

POSITION WANTED

Advertising Sales

Highly experienced marketing and sales person with 13 years background in direct sales, advertising, public relations, and community relations seeks challenging advertising sales position. Knowledge of very broad range of businesses within Portland Metro area. Detailed knowledge of restaurants, hotels, airlines, and other tourism-related industries. Contact: Courtland Carrier, Route 1, Box 363, Hillsboro, OR 97124.