

Student Success Starts Here

# Office of Human Resources

# 591 Springs Road, Bedford MA 01730

https://www.middlesex.mass.edu/HumanResources/



# HR Happenings

September 2023

# Join us in welcoming...

New **Full-Time** and **Part-Time staff:** 

- **Brittaney Cameron,** Assistant Director of Admissions within the *Admissions* department
- Rossanna Contreras, Assistant Vice President of Academic and Student Affairs within the *Academic and Student Affairs* department
- Katie Dube & Aidan Healey, Adult Learning Center Instructor within the Adult Learning Center department
- **Pichraksmey Hoeu,** Program Assistant within the Program for Asian American Student Advancement department
- **Monica Narm,** Administrative Assistant II within the *Office of Career Integrated Learning*
- **Sokphaneath Taing,** IT Service Desk Support Staff within the *Information Technology* department
- **Susan Wilcox,** Intensive English Institute Instructor within the *World Languages* department

to the MCC Team!

## **HR Announcements**

**WELCOME BACK!** – After an exciting summer break, we're thrilled to welcome everyone back for a dynamic fall semester! Classes start on Tuesday, September 5<sup>th</sup>!

## **HAPPY BIRTHDAY TO OUR NEWSLETTER!** –

Celebrate <u>HR Happenings'</u> excellent year! With 12 impactful months since its start, thanks for embracing this invaluable source of success. As we mark this milestone, anticipate exciting content and enhancements.

#### NEW AND IMPROVED EMPLOYMENT

**OPPORTUNITIES WEBPAGE!** – Discover the allnew Employment Opportunities Page! Navigate through captivating career paths via our modern and simplified interface. Uncover a variety of roles, smoother application procedures, and enriched tools for career advancement. Your ideal job is just one click away!

**NEW HR REFERENCE GUIDE!** – It is with immense excitement that we debut our <u>HR Reference Guide</u> (<u>FAQ</u>) on the HR webpage. We extend a warm invitation for you to delve into this incredibly valuable resource.

# **Current Job Openings**

Administrative Assistant II – Community Education & Training

Coordinator of Office of Career Integrated Learning,
Recruitment and Retention Specialist

DEI Lead & Reporting Coordinator, Law Center

**Director of Student Accounts** 

Housing Mediation Program Coordinator, Law Center

IT Service Desk Support Staff

Local Consumer Program Advocate, Law Center

Network Engineer

Wellness Counselor

Writing & Reading Learning Specialist

## **MVP** Awards

Please join us in congratulating our September MCC MVP Award Recipients

Lauren Hutchinson, Assistant Director of Payroll & Benefits within the Human Resources department, has been with the College since September 29, 2002. An excerpt from Lauren's nomination form provided: "As a new employee's first real interaction with MCC, I believe she is very welcoming and helpful... By giving new employees a helpful point of contact, she is able to make them feel comfortable, which helps the college build an inclusive environment where everyone belongs."

### **Quote of the Month**

"Every great dream begins with a dreamer. Always remember, you have within you the strength, the patience, and the passion to reach for the stars to change the world."

~ Harriet Tubman

# Questions, comments, or concerns?

Contact the Office of Human Resources at humres@middlesex.mass.edu