



Human Resources

P. O. Box 185 • Grantsboro NC 28529

252-249-1851, ext. 3005

Website: pamlicocc.edu/employment

An Equal Opportunity Employer

ENGAGEMENT COORDINATOR (Western Region – BioNetwork)

Pamlico Community College policy prohibits discrimination based on race, gender, color, creed, national origin, age, sexual orientation, or disability.

POSITION:	Engagement Coordinator (Western Region – BioNetwork)
JOB SUMMARY:	Under the supervision of the Senior Director of STEM Outreach, the Engagement Coordinator leads the development and delivery of STEM and life science outreach programs across Western North Carolina. This role supports the North Carolina Community College System BioNetwork initiative by connecting K–12 schools, community colleges, and industry partners through hands-on learning experiences and workforce-focused programming. This position is based at Asheville Buncombe Technical Community College's Enka Campus and requires significant in-state travel, including occasional evenings and weekends.
QUALIFICATIONS:	<u>Education</u> Bachelor's degree in biology, Biotechnology, Microbiology, or related life science field required. <u>Experience</u> Required: Minimum of three (3) years of teaching, training, or curriculum development experience. Preferred: Experience in K–12 education, community colleges, or workforce training programs.
ESSENTIAL JOB FUNCTIONS:	• Design and deliver hands-on STEM outreach programs for K–12 students, educators, and community colleges • Develop and facilitate training programs aligned with life science industry skills • Build and maintain partnerships with schools, colleges, industry, and community organizations • Plan and support outreach events, workshops, and conferences across the region • Represent BioNetwork at meetings, presentations, and community events • Utilize technology and digital tools to enhance program delivery and communication • Uses artificial intelligence and emerging technologies responsibly to improve efficiency, support operations, and enhance service delivery • Monitor program effectiveness and support continuous improvement efforts • Perform other duties as assigned
SALARY RANGE:	\$48,000 – \$56,000
BENEFITS:	Regular Full Time Benefits
APPLICATION DEADLINE:	Open until filled

This procedure must be followed or application may be rejected. Candidates should submit: (1) signed Pamlico Community College application which can be obtained at the college website <https://pamlicocc.edu/employment> or by calling (252) 249-1851, extension 3005; (2) a photocopy of college transcripts, if applicable; and (3) a resume. The resume is **not a substitute for a completed application**; the application must include work history. If you have transcripts already on file, please specify.

Incomplete applications will not be eligible for consideration, and all requested information must be received by the deadline date. Mail to Brandy Fillingame, P.O. Box 185 (5049 Highway 306 South for carrier deliveries), Grantsboro, NC 28529, or bfillingame@pamlicocc.edu with position title in subject line; or fax to 252-249-1622. Employment and selection procedures are outlined in Chapter 6 of PCC's [Policies and Procedures](#).

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ADA Compliant