

**AGENDA ITEM #XII-A-1
DECEMBER 12, 2024
HIGHLAND COMMUNITY COLLEGE BOARD**

**APPOINTMENT
CAREER PATHWAYS NAVIGATOR**

RECOMMENDATION OF THE PRESIDENT: That the Board of Trustees approves the appointment of Mr. Andrew Martin as full-time Career Pathways Navigator beginning January 21, 2025, at an FY25 salary of \$47,389, plus appropriate fringe benefits. This is a full-time, non-exempt professional, grant-funded position and is within the FY25 grant budget. This position is dependent on continued grant funding.

BACKGROUND: Andrew Martin brings excellent experience and expertise from his tenure at the Freeport School District, where he has been teaching high school English for the past several years. His teaching portfolio includes ninth-grade English and 12th-grade Transitional English. In these roles, he successfully proposed a curriculum outline to secure approval from Highland and the Illinois Community College Board (ICCB) Portability Panel, ensuring alignment with state-mandated competencies. Additionally, he led a multi-year curriculum review process with a collaborative team, backwards-planned new curriculum documents for administrative approval, and implemented standards-aligned lessons.

Beyond the classroom, Mr. Martin served as the ninth-grade Freshman Careers teacher, a middle school Cross Country Coach, and a Freshman Academy Mentor/Interventionist. In the latter role, he provided targeted academic and social-emotional interventions, working one-on-one with students to foster their success.

During summer breaks, Mr. Martin has contributed as a Scholar Support Staff member for the Golden Apple Foundation of Illinois Scholar Institute. In this capacity, he designed and facilitated engaging learning opportunities for pre-service teachers, covering topics such as teaching policy, curriculum and assessment design, effective instructional strategies, and professional development preparation.

Mr. Martin holds a Bachelor of Arts degree in English from the University of Illinois, Urbana-Champaign, and a Master of Education degree in Curriculum and Instruction from Colorado State University, Pueblo.

His teaching experience, ability to build strong relationships with students, and knowledge and skill in career exploration, make Mr. Martin an outstanding candidate for the Career Pathways Navigator position.

BOARD ACTION: _____