

EOPS OUTREACH

Goal

To provide quality outreach and information to disadvantaged members of the community—including K-12 students—regarding the requirements of and services provided by EOPS and CARE Programs.

Objectives

- To recruit disadvantaged students as identified by school officials
- To provide information about educational programs at Monterey Peninsula College
- To provide assistance and EOPS support services to disadvantaged students
- To increase knowledge of EOPS programs with present MPC students
- To visit Monterey Peninsula College classes designed for disadvantaged students and promote EOPS
- To increase the number and variety of community organizations to which outreach support is provided
- To increase the number of non-native English speakers within the program (in particular Spanish speakers—due to the presence of an English-Spanish speaking counselor)
- To keep current EOPS students aware of and involved in the events occurring in the program

Procedure

- Identify, through high school counseling staff, disadvantaged high school students
- Work with other MPC staff to identify present MPC students who are eligible for EOPS
- Assess students' educational goals and objectives
- Initiate financial aid process with students
- Provide students with information about EOPS and other available support programs
- Provide students with information about major and related educational programs at Monterey Peninsula College
- Present EOPS/CARE and MPC information to the Spanish speaking communities present in the local high schools as well as those in other community organizations
- Invite potential students and community organizations to tour the MPC campus

Outreach Specialist Job Duties

Develop, recommend, and implement an annual plan to identify and recruit potential and current student populations for EOPS and CARE

Coordinate and facilitate the EOPS/CARE orientation component

Coordinate, facilitate and conduct special topic workshops for EOPS and CARE.

Coordinate and conduct college and university field trips for EOPS and CARE.

Contact local area elementary, middle, and high schools, social service agencies, governmental, and community based organizations to interest potential students in attending MPC and introduce the EOPS program to various classes, audiences, and individuals: conduct classroom and other presentations for students, parents, and other diverse audiences regarding college attendance, attend a variety of career fairs and other appropriate recruitment/outreach functions both on and off campus that directly impact EOPS and CARE eligible student populations, actively participate in implementing and planning college wide recruitment events

Recommend, coordinate and implement retention activities designed to enhance student's confidence and academic performance

Coordinate and implement various EOPS and CARE programs, including Summer Readiness Program and Early Outreach Program

Organize and maintain records and statistical data necessary for evaluation of the outreach component

Organize college visitations and tours of MPC for elementary, middle, and high school students, staff and parents, as well as community organizations

Actively participate in college efforts to identify and serve the needs of special populations in the community at large

Recruit, train and direct the work of student outreach workers, including overseeing student outreach

Identify resources and refer special population students to appropriate campus support services and programs (e.g. Re-entry Program, Student Financial Services, Supportive Services, Children's Center, College Readiness)

Maintain contact with local agencies (government, non-profit, etc) regarding recruitment of students through that agency

Meet with individuals interested in the EOPS program

Produce EOPS & CARE program newsletters

Serve on college committees as appropriate

Perform other related duties as assigned.

OUTREACH ACTIVITY CALENDAR OF EVENTS

JULY	1. Non-traditional Site Visits
AUGUST	1. Orientation 2. Workshops
SEPTEMBER	1. Workshops 2. College Visit 3. National Hispanic Heritage Month Event
OCTOBER	1. Workshops 2. AVID Tour 3. Newsletter 4. LOBO Day 5. College Visit 6. National Native American Month Event
NOVEMBER	1. Instructor "Over and Above" Awards 2. Workshops 3. Advisory Board Meeting 4. College Visit
DECEMBER	1. Non-traditional Tour 2. Newsletter
JANUARY	1. Orientation
FEBRUARY	1. Peace Breakfast 2. Workshops 3. College Visit 4. Contact High Schools for visits
MARCH	1. Workshops 2. Newsletter 3. ASMPC Day 4. College Visit 5. Women's History Month Event
APRIL	1. Workshops 2. College Visit
MAY	1. Workshops 2. Talent Search Tour 3. Advisory Board Meeting 4. College Visit 5. National Asian/Pacific American Month Event 6. CARE Spring Recognition Ceremony
JUNE	1. Kente Celebration 2. Latino Recognition Ceremony 3. EOPS Graduation 4. Newsletter

2008-09 EOPS Outreach Services - School Outreach Component

- ⇒ Central Coast High School- **contact Mary Owens**
 - Fall Classroom Presentation
 - MPC Admissions Process/STEP Program
 - Financial Aid at MPC
 - MPC Academic and Instructional Programs
 - MPC Student Services Programs and Services
 - Spring MPC Campus Tour
- ⇒ Monterey Adult School- **contact Ann Kilty**
 - Regular Monthly Office Hours (a least two scheduled office hours each month)
 - Fall Classroom Presentation
 - MPC Admissions Process/STEP Program
 - Financial Aid at MPC
 - MPC Academic and Instructional Programs
 - MPC Student Services Programs and Services
 - Fall Campus Tour (November)
 - Spring Classroom Presentation
 - MPC Admissions Process/STEP Program
 - Financial Aid at MPC
 - MPC Academic and Instructional Programs
 - MPC Student Services Programs and Services
 - Spring Campus Tour
- ⇒ Seaside High School*-**contact Jacqui Dominguez**
 - Fall Presentations
 - MPC Admissions Process/STEP Program
 - Financial Aid at MPC
 - MPC Academic and Instructional Programs
 - MPC Student Services Programs and Services
 - Spring Campus Tour

*Applications for Admission and EPT/MPT will be conducted by the MPC Assessment Center on site at Seaside High in the spring.

The Extended Opportunity Programs & Service (EOPS) program serves low-income, educationally disadvantaged student populations.

EOPS Outreach Contact Information
Eric Ogata-EOPS Coordinator/Counselor
831-646-4219