

Now Hiring: Dispatcher

Position at a Glance

Operating as the initial point of contact for emergency response and general inquiries, the Dispatcher delivers vital support to a diverse campus community. Anchored in community-oriented problem-solving, this 40-hour role—working Sunday and Monday (3 p.m. - 11 p.m.) and Thursday through Saturday (7 a.m. - 3 p.m.)—involves answering emergency lines, monitoring safety alarms, managing mass notification systems, and dispatching police, fire, and medical units. Additionally, the Dispatcher assists station walk-ins, queries NCIC/CJIS databases for on-duty officers, logs sensitive, highly confidential incident details into computer-aided dispatch (IMC) software, and actively supports campus officers with various community engagement initiatives throughout every shift.

About Mount Holyoke College

Mount Holyoke College, the leading gender-diverse women's college, is a diverse community of staff, faculty and students, united in our mission to offer an intellectually adventurous education in the liberal arts through academic programs that are renowned internationally for their cross-disciplinary excellence, experiential approach and commitment to diversity. As an Equal Opportunity Employer, we encourage members of historically underrepresented groups or nontraditional backgrounds to apply for open positions at our institution. We firmly believe that diversity enriches our community and enhances our ability to prepare students for purposeful leadership in an increasingly globalized world.

Pay and Benefits



Hiring Range: \$24.05 - \$26.47



Health, dental, vision and life insurance



Generous paid time off and leave options



Generous retirement plan with 9% employer contribution



Free access to fitness, library, and IT facilities



Tuition benefits for employees and their dependents



On-site daycare, including afterschool & summer programs



Email:
human-resources@mtholyoke.edu

Visit:
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