



Counselor/Learning Disabilities Specialist

(Full Time, 12 month, Tenure Track)

ANTICIPATED STARTING DATE: August 2019

POSITION PURPOSE:

QVCC offers a broad range of two-year liberal arts degree programs as well as many technical, occupational and career programs. These programs attract traditional students as well as non-traditional students, including those pursuing academic training or degrees following absences from higher education, those intending to increase occupational skills, those entering higher education from other countries and students with disabilities which make their participation in higher education more difficult than for students without these limitations. In order to facilitate and accommodate the full range of students, the Colleges provide learning assistance services such as diagnostic testing, specialized instruction, laboratory assistance and tutoring services for students requiring them as well as advice and counseling on career direction, academic course selection and personal or social problems.

Counselors act as applied educational specialists concerned with the problems of individuals, with special attention given to the needs of those least able to act as their own advocates. While many student services positions provide advising and support services, counselors are engaged in activity that utilizes their professional expertise gained through a counseling degree at the master's level or MSW.

MAJOR ACCOUNTABILITIES:

The role of counseling within the total educational process is to aid in providing a learning environment, which supports students as they clarify basic values and interests, formulate educational-vocational goals, and explore alternative strategies for goal achievement. The Counselor/Learning Disabilities Specialist is accountable for contributing to the academic, career, personal and social success of the College's students through effective performance in these essential functional areas: Student counseling/learning disabilities program development; Student counseling; Diagnostic assessment, supportive guidance, supervision, and evaluation of support services; Liaison and consultation with faculty and staff; Budget Management..

PROFESSIONAL PARTICIPATION AND DEVELOPMENT:

In addition to the accountabilities listed above, the position is required to carry out the essential duties of:

Attendance and participation at convocation and commencement ceremonies; Service on assigned committees and task forces; Attendance and participation at committee, staff, informational and professional meetings.

These may involve attendance at evening or weekend events.

The incumbent is required to maintain currency in the position's required fields of professional expertise and competencies, including, but not limited to, participation in professional organizations.

The incumbent is required to maintain complete confidentiality of student records and other information of a confidential nature.

MINIMUM QUALIFICATIONS: Master's degree in counseling, social work or closely related field; 2 – 5 years of experience in a professional counseling capacity which includes crisis counseling and intervention; Demonstrated knowledge of a full spectrum of professional counseling theory, techniques and methods; Experience with assessment and diagnostic testing methods and instruments administration and interpretation Familiarity with laws and regulations applying to students with special needs; Basic information technology literacy skills; Excellent oral and written communication skills; Experience with diverse populations.

PREFERRED QUALIFICATIONS: Experience in higher education; Experience designing and developing special needs interventions and accommodations in an academic environment.

These skills and abilities are acquired through a combination of education, experience and training which typically include a Masters degree in counseling or a closely related field together with from two to five years of experience in a professional counseling capacity; or a combination of experience and training which would lead to the competencies required for effective performance of the position's essential duties.

Please review the full job description that includes examples of essential duties and accountabilities at <https://qvcc.edu/employment-opportunities/>.

MINIMUM SALARY: \$70,814 annually plus State of Connecticut benefits.

APPLICATION DEADLINE: June 7, 2019

APPLICATION PROCEDURE:

E-mail a completed Community College Application -found at <http://www.ct.edu/files/pdfs/Employment-Application.pdf> a current résumé, cover letter, and unofficial transcript(s) to:

Stephanie Wilcox, Human Resources Assistant - swilcox@qvcc.edu

PROTECTED GROUP MEMBERS ARE STRONGLY ENCOURAGED TO APPLY.

Quinebaug Valley Community College does not discriminate on the basis of race, color, religious creed, age, gender, gender identity or expression, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, veteran status, sexual orientation, genetic information or criminal record in its programs or activities. The following persons have been designated to handle inquiries regarding the non-discrimination policies: Paul Martland, Section 504/ADA Coordinator, , EEO Officer and Title IX Coordinator, pmartland@qvcc.edu , 860-932-4124; Quinebaug Valley Community College, 742 Upper Maple Street, Danielson, CT 06239