

Counselor, Veterans Services
Foothill-De Anza Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=166932>

Downloaded On: Oct. 15, 2021 8:36pm

Posted Sep. 10, 2021, set to expire Jan. 7, 2022

Job Title	Counselor, Veterans Services
Department	Veterans Resource Center
Institution	Foothill-De Anza Community College District Los Altos Hills, California
Date Posted	Sep. 10, 2021
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Other Administrative Categories
Academic Field(s)	Administration - Counseling Services
Apply Online Here	https://apptrkr.com/2488143

Apply By Email

Job Description

Counselor, Veterans Services

HR EMPLOYMENT/CAREERS

Initial Closing Date: 10/20/21*, but open until filled.

*For full-consideration, all application packets must be received by 11:59 pm on the closing date. Any complete applications received after the review date will only be forwarded to the hiring committee at their request.

Foothill College is currently accepting applications for the faculty position of Counselor, Veterans Resource Center, Foothill College.

ABOUT THE DISTRICT

Foothill - De Anza Community College District, composed of two colleges and an education center, is

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one of the top performing districts in both California and the United States, and one of the largest, ranking seventh in size among the state's 72 districts, serving more than 58,500 students per year and with an operating budget of \$180M unrestricted general fund. Consistent with its mission, the District has a strong commitment to equity and inclusion and incorporates those values in its policies, procedures, and operations, and in its leadership and service to students and the community. Publicly supported and locally oriented, the District fills an essential role in workforce development, continuing education, and skills preparation to meet the changing demands of the highly diverse surrounding population and business communities. The District's students and more than 2,000 faculty and staff enjoy an unparalleled quality of life in an ideal climate, with physically pristine and fiscally sound campuses that have earned their reputation for academic excellence.

Foothill - De Anza Community College District Mission Statement:

The mission of the Foothill-De Anza Community College District is student success. We are driven by an equity agenda and guided by core values of excellence, inclusion, and sustainability. Every member of our district contributes to a dynamic learning environment that fosters student engagement, equal opportunity, and innovation in meeting the various educational and career goals of our diverse students. We are committed to providing an accessible, quality undergraduate education dedicated to developing a broadly educated and socially responsible community that supports an equitable and just future for California.

ABOUT Foothill COLLEGE

The ideal candidate will share Foothill College's commitment to educating its racially and socioeconomically diverse student population. Foothill College serves approximately 13,000 students per term, of which 29.7% are Asian, 27.3% Latinx, 25.5% White, 5.0% Filipinx, 4.9% African American, 1.2% Pacific Islander, and 0.50% Native American as of Fall 2019. At Foothill, 68.6% of students are students of color and 29% apply for financial aid. Foothill College is deeply committed to equity-minded leadership, reflecting the great responsibility of the district to serve historically underserved students. We seek to recruit and retain a diverse workforce as a reflection of our commitment to equity, inclusion, and maintaining the excellence of our faculty.

Foothill College Mission Statement:

Believing a well-educated population is essential to sustaining and enhancing a democratic society, Foothill College offers programs and services that empower students to achieve their goals as members of the workforce, as future students, and as global citizens. We work to obtain equity in achievement of student outcomes for all California student populations, and are guided by our core values of honesty, integrity, trust, openness, transparency, forgiveness, and sustainability. Foothill College offers associate degrees and certificates in multiple disciplines, and a baccalaureate degree in dental hygiene.

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DUTIES AND RESPONSIBILITIES OF THE POSITION

Under the direction of the Dean, Disability Resource Center and Veteran Services, the Counselor, Veterans Resource Center will:

- * Provide academic, personal, transfer and career counseling and instruction to a diverse student veteran and military student population with an emphasis on student veterans and military students with disabilities.
- * Assist students in clarifying academic goals and selecting a major.
- * Accurately assess students' learning abilities, needs, and styles.
- * Assess and authorizes disability accommodations.
- * Provide educational planning for students. Be responsible for the development of educational plans, monitoring student progress and conduct any follow-up activities.
- * Serve as a resource regarding associate degree and certificate programs as well as career planning and development.
- * Provide workshops on counseling related topics and serve as a campus resource to faculty and staff regarding strategies for working with students with disabilities.
- * Participate in college and division assignments and other departmental responsibilities.
- * Develop liaisons and networks with on and off campus programs, agencies and community stakeholders.
- * Teach counseling courses as part of workload.
- * Performs other duties as assigned.
- * This position may be assigned to work with retention counseling duties.

Furthermore, the ideal candidate will be knowledgeable about how to best support the academic and holistic success of student veterans, with an emphasis on student veterans with disabilities. Strong communication skills are essential as is the ability to advocate on behalf of the needs and educational goal attainment of student veterans and student veterans with disabilities. The ideal candidate will be an equity-minded, motivated, innovative self-starter with the ability to build rapport with students, faculty, staff, administration, and point people serving within nearby community/social service agencies.

Standard duties expected of all faculty include development and evaluation of curricula, maintaining scheduled office hours, attending department and division meetings, pursuing professional growth activities, and performing other duties consistent with the role of an instructor. Instructors also have the opportunity to serve on district and college committees and participate in campus co-curricular activities.

MINIMUM QUALIFICATIONS

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- * Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
- * The minimum qualifications for service as a community college counselor of student veterans with disabilities and military students with disabilities shall be satisfied by meeting one of the following requirements;
- * Master's degree, or equivalent foreign degree, in rehabilitation counseling, OR Master's degree, or equivalent foreign degree, in special education, AND twenty-four (24) or more semester units in upper division or graduate level coursework in counseling, guidance, student personnel, psychology or social work, OR
- * Master's degree in counseling, guidance, student personnel, psychology, career development, or social welfare; AND either twelve (12) or more semester units in upper division or graduate level coursework specifically in counseling or rehabilitation of individuals with disabilities, OR two (2) years of full-time experience, or the equivalent, in one or more of the following: (A) Counseling or guidance for students with disabilities; or (B) Counseling and/or guidance in industry, government, public agencies, military or private social welfare organizations in which the responsibilities of the position were predominantly or exclusively for persons with disabilities.

PREFERRED QUALIFICATIONS

- * Demonstrated knowledge of the role of a community college counselor in providing academic, transfer, career, and personal counseling to a diverse student population.
- * Experience providing counseling services to student veteran populations, including experience supporting veterans in transitioning from military life to a community college setting.
- * Experience counseling adults with psychological disabilities.
- * Demonstrated commitment to racial equity, inclusion, diversity, social justice, and multicultural education.
- * Knowledge and experience related to community organizations, social services and resources serving student veterans and students with disabilities.
- * Knowledge of various statutes under which students are certified for VA benefits.
- * Knowledge and awareness of challenges and obstacles faced by military veterans, service members, and students with disabilities in pursuing their educational goals
- * Knowledge of military history, culture and structure.
- * Knowledge of disability culture, identity, justice, and accommodations in higher education.
- * Knowledge of and experience with computers, software, and technology related to counseling.
- * Knowledge of and experience in consensus building within a diverse educational environment.
- * Knowledge of factors that promote student persistence and retention in college.
- * Experience in establishing and maintaining linkages with instructional divisions and special programs.

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- * Excellent verbal, written, interpersonal, and facilitation skills.

WORKING CONDITIONS

Environment:

- * Indoor, office environment.
- * Endurance within an educational setting; engaging with students while standing, sitting, or walking throughout the department and campus.
- * Use aids such as chalkboards, posters, bulletin boards, overhead projector, television, recorder, computer, and technological equipment.
- * Retrieval, use, storage, and light lifting of educational materials, including books, equipment, assignments, etc.
- * Personally, model subject-matter knowledge in written and oral language.
- * Address stressful events by (a) maintaining emotional control, (b) listening without judgment or retaliation, (c) reasoning objectively and consistently, (d) keeping at the forefront the best interests of the student, and (e) maintaining professionalism and due process.

Physical Abilities:

(Applicants should perform these physical abilities with or without reasonable accommodations)

- * Hearing and speaking to exchange information.
- * Seeing to read various materials.
- * Vision sufficient to read various materials.
- * Dexterity of hands and fingers to perform the tasks required of the position.
- * Regularly stand, walk, and sit for extended periods of time.
- * Bending at waist, kneeling, or crouching.
- * Reaching overhead, above the shoulders, and horizontally.
- * Lifting and carrying objects up to 20 lbs.

To apply for this position, complete all online requirements on the District's Employment website.

APPLICATION PACKET:

- * A cover letter detailing your qualifications, skills, and abilities as they relate to the position.
- * A current resume of all work experience, formal education and training.

Please be sure your application includes all of the above materials before you submit it. Incomplete

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applications will not be forwarded to the hiring committee for review. For full-consideration, all application packets must be received by 11:59 pm on the closing date.

If you wish to request equivalency for this position (if you believe you do not otherwise meet minimum qualifications via educational degree attainment as specified), you must submit the Request for Equivalency form and supporting documentation. This form must be submitted with your application packet. You may either scan a hard copy of this form with your application packet or submit it as a Word document with your application packet.

[url=https://apptrkr.com/get_redirect.php?id=2488143&targetURL=http://hr.fhda.edu/_downloads/Equivalency.

Please allow yourself ample time to complete your application and resolve any technical difficulties that may arise with your submission. We do not guarantee a response to application questions within 48 hours of the closing date. You may also visit our Applicant Information webpage to assist with technical difficulties at:

[url=https://apptrkr.com/get_redirect.php?id=2488143&targetURL=http://hr.fhda.edu/careers/a-applicant-instructions.html]http://hr.fhda.edu/careers/a-applicant-instructions.html

HIRING RANGE: Annually plus benefits; actual placement is based on applicant's verified education and experience. For the complete Faculty Salary Schedule, go to:

[url=https://apptrkr.com/get_redirect.php?id=2488143&targetURL=http://hr.fhda.edu/_downloads/2019-2020%20Faculty%20Salary%20Schedules.pdf]http://hr.fhda.edu/_downloads/2019-2020%20Faculty%20Salary%20Schedules.pdf

Excellent benefits package which includes medical coverage for employee and eligible dependents, dental, vision care, employee assistance program, long term disability, retirement benefits and basic life insurance. Other voluntary benefits are also available such as legal assistance, pet insurance, and long-term care. Faculty are also eligible for paid professional development leaves and stipends for educational and professional development. For information on our benefits package that includes medical for employees and dependents, visit our web site:

[url=https://apptrkr.com/get_redirect.php?id=2488143&targetURL=http://hr.fhda.edu/benefits/index.html]http://

In addition, the District is a participating member of the California State Teachers Retirement System (CalSTRS) and the successful applicant would be a member of the Faculty Association (FA). The current Faculty/District Agreement can be found online at:

[url=https://apptrkr.com/get_redirect.php?id=2488143&targetURL=https://hr.fhda.edu/_downloads/19-22%20FA%20Agreement_FINAL.pdf]https://hr.fhda.edu/_downloads/19-22%20FA%20Agreement_FINAL.pdf.

TERMS OF EMPLOYMENT: Full-time, Tenure-track, 11-months per year



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STARTING DATE: Winter 2022

Persons with disabilities who require reasonable accommodation to complete the employment process must notify Employment Services no later than the closing date of the announcement. The successful applicant will be required to provide proof of authorization to work in the U.S. The Foothill-De Anza Community College District does not reimburse applicants for travel, lodging or any other costs incurred by applicant to attend interviews. All interviewing costs incurred will be the responsibility of the applicant.

For more information about our application process contact:

Employment Services

Foothill-De Anza Community College District

12345 El Monte Road

Los Altos Hills, California 94022

(650) 949-6217

Email:

[url=https://apptrkr.com/get_redirect.php?id=2488143&targetURL=mailto:employment@fhda.edu]employment@fhda.edu

[url=https://apptrkr.com/get_redirect.php?id=2488143&targetURL=http://hr.fhda.edu/]http://hr.fhda.edu/

To apply, visit

[url=https://apptrkr.com/2488143]https://fhda.csod.com/ux/ats/careersite/4/home/requisition/355?c=fhda

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Veterans Resource Center

Foothill-De Anza Community College District