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Downloaded On: Jun. 30, 2024 9:30am Posted Jun. 4, 2024, set to expire Jul. 1, 2024

**Job Title** Counseling Instructor (Full-Time, Tenure-Track)

Reedley College

Department

**Institution** State Center Community College District

Reedley, California

Date Posted Jun. 4, 2024

**Application Deadline** 07/01/2024

Position Start Date Available immediately

Job Categories Professional Staff

Academic Field(s) Administration - Counseling Services

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**Job Description** 

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Counseling Instructor (Full-Time, Tenure-Track) Reedley College

**State Center Community College District** 

Closing Date: 7/1/2024 at 11:55 PM

Campus Location: Reedley College

**Start Date:** 05/31/2024

**Essential Functions:** 



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At Reedley College we value the ability to serve students from a broad range of cultural heritages, socioeconomic backgrounds, genders, abilities and orientations. We prioritize applicants who demonstrate they understand the benefits a diverse student population brings to a community college. The successful candidate will be an equity-minded leader committed to student success achieved through collaboration with faculty, classified staff, administration, students and community partners who are also dedicated to closing equity gaps.

An equity-minded individual is a person who:

- 1. Understands the importance of holding ourselves accountable as educators for closing equity gaps and engaging in equitable practices;
- 2. Reframes inequities as a problem of practice and views the elimination of inequities as an individual and collective responsibility;
- 3. Encourages positive race-consciousness and embraces human difference;
- 4. Supports institutional practices that both develop and sustain culturally responsive teaching and learning environments; and
- 5. Strategically builds support for and participation in equity-related initiatives across both our internal and external communities.

Reedley College seeks leaders who value placing the student at the center of everything we do, mentorship and working in a collegial, collaborative environment. Leaders should be open and willing to participate in culturally relevant professional development that will help them prepare for the population of students who attend Reedley College.

The ideal candidate will share Reedley College's commitment to educating its racially and socioeconomically diverse student population. For the 2021-2022 academic year, we enrolled over 11,000 students in which 74% identify as Latinx, 6% as Asian/Pacific Islander, 2% as Black/African American, 16% as White, 1% as American Indian/Alaska Native, and 2% as multiracial. Reedley College is a Hispanic-Serving Institution, reflecting the great responsibility that the College has to the educational attainment and economic well-being of the surrounding community. The successful candidate will join a college dedicated to the students it serves.

Under the administrative direction of the Dean, Early College, the Counseling Instructor will provide a complete range of instruction in counseling courses for Reedley College Dual Enrollment students primarily at the high schools within the Reedley College service area. As part of the Early College team, duties of the counseling Instructor will include but are not limited to the following:



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- Teaching courses in counseling for Dual Enrollment;
- Developing curricular and instructional methodologies and strategies to improve fulfillment of student learning outcomes for counseling courses;
- Using variety of pedagogies and integrating a wide range of instructional delivery systems including innovative and creative uses of technology for face-to-face, on-line, and/or hybrid formats;
- Using relevant and effective teaching methods appropriate to the subject matter, student population and adherence to institutionally approved curriculum course outlines of record;
- Collaborating with other division faculty to address counseling course student learning; outcomes, program review related reporting, assessments and intervention strategies;
- In conjunction with the department chair of Counseling and Dean of Students, leading efforts to organize counseling course instruction under a guided pathways model;
- Maintaining standards of professional conduct and ethics appropriate to the professional position and currency in teaching counseling;
- Participating in outreach activities and events with evening and weekend commitments;
- Meeting regularly with discipline/division peers and participating in discipline/division activities;
- Communicating effectively with students and staff;
- Staying current with State Regulations, Administrative Regulations (ARs), and Ed Code related to counseling and student services;
- Serving on, participating in, and attending department, college and district committees related to services and/or advocacy for students as needed;
- Participating in required professional development pertaining to one's teaching assignment;
- Evaluating student progress through tests and examinations, written assignments, oral responses, etc. in keeping with course objectives;
- Participating in program review, student learning outcome development and assessment to improve student learning;
- Turning in all required student grading and evaluation reports in a timely manner;
- Maintaining classroom records in accordance with District Policy;
- Teaching assignments in a variety of instructional settings and times, including evening and/or weekends, on-line or off-campus and large group instruction classes as needed; and
- Otherwise fulfilling all of the duties and responsibilities of instructors as required by Administrative Regulation 7122.

This assignment will also have a percentage of time devoted to academic counseling activities, including the duties below:

• Providing comprehensive counseling services for students including academic, career and



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personal counseling on an appointment and drop-in basis;

- Providing group counseling sessions, orientations, and workshops;
- Assisting students in clarifying their educational goals, selection of courses, and developing student educational plans (SEPs);
- Developing and maintaining counseling notes in the college's electronic record-keeping software, in a timely and effective manner;
- Participating in ongoing professional development and training to stay current with college and California Community College student success strategies in counseling;
- Training part-time and new counselors on procedures, documentation, and processes; and
- · Performing other duties as assigned.

#### Minimum Qualifications:

All candidates must have evidence of responsiveness to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, as these factors relate to the need for equity-minded practice within the classroom; and

- Masters in counseling, rehabilitation counseling, clinical psychology, counseling psychology, guidance counseling, educational counseling, social work, career development, marriage and family therapy or marriage, family and child counseling; or
- A valid California Community College Credential; or
- The equivalent education and/or experience (requires an equivalency).

(**Note:** A bachelors degree in one of the listed degrees and a license as a Marriage and Family Therapist (MFT) is an alternative qualification for this discipline. If the degrees posted on your transcript(s) do not match **exactly** as stated above, you **must** petition for equivalency.)

#### **Desirable Qualifications:**

- Experience and skill incorporating elements of diversity, equity, and inclusion into all areas of responsibility;
- Recent experience working with African American, Asian/Pacific Islander, Latinx, Native American, and other racially minoritized students in the classroom and an understanding of how historical patterns of exclusion of these groups in higher education shape patterns of participation



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#### and outcomes:

- Experience working with students of various cultural, gender, age, socioeconomic, and ethnic backgrounds including students with disabilities;
- Willingness to examine and remediate ones instructional, relational, and classroom practices to more effectively engage and support racially minoritized students;
- Related work and professional experience;
- Demonstrated ability to work with computers, and other technologies, which are utilized in providing high-quality instruction and support to students;
- Demonstrated ability to communicate effectively and collegially with students, staff and colleagues;
- Online Instructor Certification or two years of online instruction experience;
- Demonstrated ability in teaching at the post-secondary level in counseling;
- Experience teaching and/or counseling high school students;
- Knowledge of middle school and high school policy and procedures;
- Experience working with faculty and administration at middle school and high schools;
- Extent of background and specialized training/expertise in areas such as counseling, student services, student retention, success and intervention, diversity/equity in education;
- Experience in the development of programs and writing grant proposals; and
- Knowledge of the community college and its mission and goals.

### **Conditions of Employment:**

178 - 181 duty days per year. Duty days will be prorated based upon start of assignment.

### Salary and Benefits:

Starting annual salary is \$70,302 - \$107,622 based on education and experience. *Duty days will be prorated based upon start of assignment.* An annual doctoral stipend of \$2,419 is available. In addition, the District offers an attractive fringe benefit package including medical, dental, and vision coverage for the employee and dependents, and life insurance. Employees are also members of the California State Teachers Retirement System (CalSTRS).

#### **Selection Procedure:**

Applications will be screened by Human Resources for completeness **and** to determine which applicants meet the minimum qualifications as stated in the job announcement.

From the applicants who meet the minimum qualifications and who have submitted all the required documents by the closing date and time listed on the job announcement, a selection advisory committee will review the candidates who are best qualified based on the minimum



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### and desirable qualifications then determine who will be invited to interview.

The selection advisory committee will rate responses to the interview questions, teaching demonstration, and writing prompt (if applicable). Based on this rating, a small number of applicants will be selected as the "recommended candidates". These candidates will be forwarded to the Vice President and College President for final interviews.

A hiring recommendation will be made by the College President and forwarded to the Board of Trustees of State Center Community College District for final approval.

State Center Community College District is an equal opportunity employer. It is our pledge to treat all applicants fairly and equitably in the recruitment and selection process. We endeavor to be a service-minded organization and respond to the needs of our applicants. **SCCCD EEO Plan** 

For more information, contact the Academic Human Resources Office, 1171 Fulton St, Fresno, California, 93721, (559) 243-7100. For information on Reedley College or State Center Community College District, visit our website at www.scccd.edu. **Please refer to Position No. RCOUN-INS (Slot #2893).** 

Submission of application and related materials is the applicants responsibility and must be submitted through the districts online applicant portal. The District reserves the right to readvertise or to delay indefinitely the filling of a position if it is deemed that the applicants for the position do not constitute an adequate applicant pool or if funding is not available. All application materials are subject to verification. False statements may be cause for disqualification or discharge from employment.

#### Additional Information:

This is a full-time, tenure-track position. The District may fill more than one position from this pool.

### About the College

Reedley College is located in the Central San Joaquin Valley of California in the city of Reedley, which has a population of approximately 25,000. Known as "The Worlds Fruit Basket," Reedley is in one of the richest agricultural regions of the world. Reedley College was established in May 1926 as Reedley Junior College. Reedley College is located on the historic T.L. Reed Ranch, bordering the Kings River which spans over 420 acres, including a 300-acre farm. Over its nearly 100 years of service to Californias Central San Joaquin Valley, Reedley College has been an essential component of higher



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education offering over 67 programs and degrees taught by approximately 180 full-time faculty and 400 part-time faculty. Some of the programs offered at Reedley College includes an Agriculture, that regularly receives awards for their excellence in teaching, Aviation Maintenance and Flight Sciences, Natural Resources, Forestry and Wildland Fire Fighting, and STEM, including engineering. In addition, the college is also one of 11 community colleges in California to offer students on-campus housing.

### Work for Us! Reedley College

Reedley Colleges Guided Pathway framework strongly encourages collaboration across disciplines to create inclusive, integrated, and interdisciplinary learning experiences. Reedley College administrators are expected to be knowledgeable about, and willing to support success teams that interact directly with students in their career pathways. Administrators must also be open and willing to participate in culturally relevant professional development that will facilitate their work with the population of students who attend Reedley College

Reedley College has embraced Guided Pathways with the colleges goal in mind, "We motivate and inspire students to succeed". The project is designed to significantly increase the number of students who earn a certificate or degree at a California Community College.

#### Mission

To cultivate opportunities that empower our students communities through engaging, equity-minded programs and services.

#### Vision

Providing equitable educational opportunities that transform our students and communities.

#### **Values**

To carry out our bold vision, we at Reedley College value:

**Equity, Access, and Inclusion:** our success depends on every member of our campus community achieving their educational goals

**A Focus on Students:**our practices, priorities, and policies are created, implemented, and reviewed with a relentless student-first approach

**Educational Excellence:** the instruction, student services, and experience we provide to each student consistently exceed expectations

Innovation: our words and action are always consistent with our mission

**Stewardship:** our decisions are made in the context of their financial, social, and environmental impacts on our campus, our region and the world



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### **RC College Planning Site**

To be considered for this position please visit our web site and apply on line at the following link: www.scccd.edu

**EOE** 

#### **Contact Information**

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

#### Contact

N/A

State Center Community College District

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