



Veterans Counselor Full-Time, Tenure-Track



EL CAMINO COLLEGE

MISSION STATEMENT: *El Camino College makes a positive difference in people's lives.
We provide excellent comprehensive educational programs and services that promote student learning and success
in collaboration with our diverse communities.*

ABOUT EL CAMINO COLLEGE

El Camino College (ECC) is a vibrant two-year college. Our community serves a diverse student population including new and re-entering students and those pursuing certificate, degree, and transfer goals.

The ideal candidate will share ECC's commitment to educating its racially and socio-economically diverse student population including students with disabilities and 600 veterans and veteran dependents. We currently enroll approximately 25,000 students each semester, the majority of whom are from diverse populations. Over 50 percent of ECC's students are Latino/a, 16 percent are African-American, 15 percent are Asian, 13 percent are white, 5 percent are multiracial, and less than 1 percent are Pacific Islander or Native American.

The successful candidate will join a department committed to curriculum and practices that are responsive to the students it serves and an institution dedicated to funding student scholarships totaling \$1.4 million annually.

Since 1947, ECC has served the cities of El Segundo, Hawthorne, Hermosa Beach, Inglewood, Lawndale, Lennox, Manhattan Beach, Redondo Beach, and Torrance. As a single-college district, ECC employs more than 900 full- and part-time faculty to teach approximately 1,200 sections of pre-baccalaureate, transfer, and career technical courses. Approximately 475 staff and management employees also support student learning. Each semester, the College offers 99 degree programs and 83 certificate programs. ECC ranks among the top ten community colleges in transfers with over 1,500 students transferring annually to four-year universities around the country. Some of the top local transfer institutions include UCLA, USC, CSU Dominguez Hills, and CSU Long Beach. With a robust Transfer Alliance Program, ECC is regularly among the top three community colleges in Southern California for students admitted to UCLA.

Situated on a beautiful and spacious 126-acre campus in Torrance, California within Los Angeles County, the campus is located just minutes from South Bay beaches and surrounded by high-tech industries including aerospace, logistics, multimedia, and service corporations. The District has undergone a substantial transformation campus-wide with the passage of general obligation bond measures in 2002 and 2012. Over the next 10 years, capital construction projects, as well as new initiatives to support student success, will position El Camino College well for the future.

CONTACT

El Camino College Human Resources

310-660-3807

HR@elcamino.edu



P.R.I.D.E. – OUR STATEMENT OF VALUES

Our highest value is placed on our students and their educational goals; interwoven in that value is our recognition that the faculty and staff of El Camino College are the College's stability, its source of strength, and its driving force. With this in mind, our five core values are:

People

We strive to balance the needs of our students, employees and community.

Respect

We work in a spirit of cooperation and collaboration.

Integrity

We act ethically and honestly toward our students, colleagues and community.

Diversity

We recognize and appreciate our similarities and differences.

Excellence

We aspire to deliver quality and excellence in all we do.



VETERANS COUNSELOR FULL-TIME, TENURE TRACK

Division: Counseling and Student Success
Posting Close Date: February 24, 2020
Req: A1920-030
Location: ECC Campus
Position Type: Faculty

JOB DESCRIPTION

El Camino College is seeking an individual to provide counseling services to a diverse student population in Veterans Services including active/prior military service members, and dependents; new and re-entering students; and those pursuing career education and transfer goals.

Typical duties include: Counseling students in all academic and vocational areas; providing virtual counseling and/or group counseling, participation in the matriculation process, including assessment, orientation, development of student/veterans education plans and identifying retention strategies to achieve desired outcome and follow-up; assisting with or completing veterans benefits documentation, teaching in the area of career planning and/or orientation; career planning for undecided students, counseling probation/dismissal status students; recruitment of vocational and/or disadvantaged students, assisting in preparing curriculum guide sheets and catalog materials with four year institutions and in fostering continuing relationships with veteran service agencies, and other duties as assigned by dean or designee.

Apply student development philosophy and theory to provide comprehensive counseling services to community college students from diverse backgrounds regarding degree and career education program planning, university transfer planning, education, career decision, goal clarification and personal life management. Further, the ability to address individual students' psychosocial needs and link veterans to applicable resources.

Full-time faculty responsibilities include committee and meeting assignments, curriculum development, program review, service area outcomes, accreditation process, and student activities. Awareness of institutional policies and procedures impacting student matriculation. Maintaining high standards of professional conduct and ethics appropriate to the Counselor's professional position; performing assigned committee work; and, maintaining records and reports.

TO APPLY

An applicant must submit the following by the closing date.

1. Online application:
https://elcamino.igreentree.com/css_academic
2. Cover letter describing how applicant meets the qualifications.
3. Resume including educational background, professional experience, and related personal development and accomplishments.
4. Pertinent transcripts as stated in the required qualifications. (Unofficial computer-generated academic records/transcripts must include the name of the institution and degrees awarded to be acceptable.)
[Foreign Transcripts info on next page]
5. Evidence of a valid community college credential, if applicant holds one.

If you need assistance you may call 310-660-3593, Ext. 3479 between the hours of 8:00 a.m. and 4:00 p.m. Monday-Friday.

Due to the large volume of calls received on closing dates, we highly recommend that you contact us for assistance requests well before the last day to apply. Give yourself sufficient time to complete the profile, which may take 45 minutes or more. Positions close promptly at 3:00 p.m.

REQUIRED QUALIFICATIONS

Master's degree in counseling, rehabilitation counseling, counseling psychology, clinical psychology; guidance counseling, educational counseling, social work, career development marriage and family therapy, or marriage, family and child counseling; OR

The equivalent - Candidates not possessing the required qualification(s) as stated on this announcement must complete the Request For Equivalency Form as part of the application process to explain in detail how their qualifications are equivalent to those above; OR

Valid California community college instructor credential in appropriate subject issued prior to July 1, 1990 (per California Education Code 87355); AND

Evidence of responsiveness to and understanding of the racial, socio-economic, academic, and cultural diversity within student populations, including students with disabilities, as these factors relate to the need for equity-minded practices.

DESIRED QUALIFICATIONS

- Experience working with active/prior military service members and dependents.
- Knowledge about VA education requirements and benefits, sensitivity to the needs of veterans, and the services offered to veterans.
- Knowledge of and ability to refer veterans to appropriate resources: vocational rehabilitation, psychological counseling, housing assistance, employment fairs, and other federal, state, county, district and private resources.
- Understanding of and ability to implement the “Principles of Excellence” for veterans at a post-secondary institution.
- Two years of recent college-level counseling experience.
- Knowledge of career and vocational counseling trends.
- Knowledge of transfer counseling trends.
- Bi-lingual skills.
- Knowledge of Microsoft, educational planning, early alert, and scheduling software programs.

SUPPLEMENTAL QUESTIONS

Please limit each response to 300 words.

1. How do you support student success, particularly for students from historically underrepresented and/or marginalized communities?
2. How does your approach to working with students reflect culturally responsive practices?

CONDITIONS OF EMPLOYMENT

Contract shall be for full-time, tenure-track counseling assignment for the 2020 – 2021 academic year, beginning in August. A teaching or counseling demonstration will be required during the interview process. Offer and acceptance of employment is subject to verification of all information provided on the employment application, credential(s), and transcripts. Candidates selected for employment must agree to be fingerprinted, submit Certificate of Completion of the Tuberculosis Risk Assessment and/or Examination, provide proof of eligibility for employment in the United States, and present a valid Social Security card upon hire.

SALARY

The starting salary ranges from \$68,403 - \$93,953 depending on education and experience. Excellent benefits are included.

FOREIGN TRANSCRIPTS

Transcripts issued outside the United States of America require a course-by-course analysis with an equivalency statement from a certified transcript evaluation service verifying the degree equivalency to that of an accredited institution within the USA. For information on transcript evaluation services, please visit:

<http://www.ctc.ca.gov/credentials/leaflets/cl635.pdf>

Please Note: Documents submitted or uploaded for a previous position cannot be reused for other positions. You must submit the required documents for each position you apply for by the closing date. Failure to do so will result in an incomplete application. Applications with an incomplete status will not receive consideration. You may check the status of your application online.

CLOSING DATE

Monday, February 24, 2020 at 3:00 p.m.

INTERVIEW EXPENSES

Individuals identified for FINAL interviews are eligible to have expenses paid. Reimbursement will be limited to economy airfare (to and from point of origin) and for meals and lodging. The maximum allocated for meals, lodging and transportation is \$600. Candidate must complete a Travel Request and Reimbursement Form and submit it together with all supporting documentation to the Human Resources Office.

HEALTH, LIFE, DENTAL AND VISION INSURANCE

The college provides a diversified insured benefit program for all full-time employees including medical, dental, vision and life insurance. Dependent medical, dental and vision insurance is available toward which both the college and the employee contribute.

COMPENSATION AND BENEFIT HIGHLIGHTS

Sick Leave and Disability

Paid sick leave is granted equal to one day for each month of service. Sick leave may be accumulated indefinitely. Rather than State Disability Insurance, limited sick leave benefits are available for days beyond the earned sick leave days and are paid at fifty percent.

Retirement

Full-time employees contribute a percentage of their regular salary to either the State Teachers Retirement System (STRS) or to the Public Employees Retirement System (PERS) and Social Security. Upon termination, STRS or PERS retirement contributions may be withdrawn in full, plus accumulated interest. Various benefit options are available for employees upon retirement.

The El Camino Community College District is committed to providing an educational and employment environment in which no person is subjected to discrimination on the basis of actual or perceived race, color, ancestry, national origin, religion, creed, age (over 40), disability (mental or physical), sex, gender, (including pregnancy and childbirth), sexual orientation, gender identity, gender expression, medical condition, genetic information, marital status, military and veteran status, or retaliation; or on any other basis as required by state and federal law.