Psychological Counselor
CR05-52 (75% categorically funded assignment)

Application Deadline: Tuesday, March 7, 2006 by 4:00 p.m.

College Web Address: www.cabrillo.edu

Starting Salary Range: $35,226 to $54,034.50 per year depending on education and experience; maximum salary step placement on the faculty salary schedule is step 9. Cabrillo College provides a doctoral stipend of $2,351.25 per year for eligible contract faculty.

Benefits: Cabrillo College provides a current benefit stipend for medical, dental, life and long-term disability insurance for employees and eligible dependents.

Days per Year: Full academic year coverage (175 days) at 75% time. May be scheduled for a 4-day workweek.

Beginning Date: Position scheduled to begin Fall semester 2006, pending categorical funding and Governing Board ratification. Assignment may include winter and/or summer sessions and may be at various campus locations; days, evenings, and/or weekends.

About Cabrillo College
Situated on Monterey Bay in the county of Santa Cruz, California, Cabrillo College is one of the most highly regarded community colleges in the state for its success in the area of transfer and career education and currently serves over 14,000 students. Cabrillo College transfers many of its students to three nearby universities – the University of California at Santa Cruz, San Jose State University in the heart of Silicon Valley, and California State University at Monterey Bay. Cabrillo’s career education is closely connected to the nearby Silicon Valley business environment as well as that of the greater San Francisco Bay Area. Cabrillo focuses on student-centered learning and has a tradition of collegial governance. Currently, facility planning and major construction is under way on campus for a new Student Services Complex, Arts Education facilities and a Health Care Education Center.

About the Community
Santa Cruz County (population 260,372), is located on California’s Central Coast, 65 miles south of San Francisco and 35 miles north of Monterey. Santa Cruz County boasts a rich cultural life and numerous recreational opportunities. Residents enjoy a Mediterranean climate amid redwood forests, sparkling beaches and rich farmland.
Approximately 32% of Cabrillo College students are from underrepresented populations, with 24% Hispanic or Latino. To increase outreach to this population, Cabrillo established a center in Watsonville, where Hispanics and Latinos are 75% of the population. This population is the fastest growing group in Santa Cruz County. The college is particularly interested in candidates who possess academic or life experiences that enhance teaching in a multicultural context.

Local cultural highlights include numerous performing arts events, and museums and galleries throughout the area which showcase the work of artists in every medium. A number of annual events celebrate the area’s ethnic and cultural diversity. For more information, visit the Santa Cruz County website at www.sccccvc.org/places/county.html.

About the Program

Student Health Services provides short term, appointed, situation oriented psychological counseling for students with the goal of maximizing success in the college setting. In addition, crisis intervention services are made available to students on an emergency basis. Individuals may request personal or psychological counseling services by self referral, and may be referred by academic counseling or instructional faculty or staff. Group, classroom and community health programs in mental health promotion and illness prevention are provided for the entire Cabrillo community. Personal counseling services within Student Health Service are targeted to help students cope with stressors that are affecting their academic, career, or personal goals.

Position Description

Under the general direction of the Director of Student Health Services, and in collaboration with Student Services, the Psychological Counselor provides individual, group, and outreach personal counseling services. The counselor is responsible for coordination of the college Crisis Intervention Program; serves as a college resource on issues of mental health; is a resource for classrooms, forums, committees or other college bodies; is the college representative in the local mental health community, and acts as a referral resource to that community.

Examples of duties include:

- Provide short term personal counseling and advisement to Cabrillo’s students through direct contact individually, in groups, and through screenings. Support students’ career exploration and program selection, adjustment to college, and other developmental issues.
- Crisis intervention, evaluation, and referral to campus and community counselors and other mental health resources.
- Facilitate and lead student or faculty groups on issues or topics of common interest.
- Initiate and maintain confidential, complete mental health records for Health Services clientele and submit reports
- Participation with members of the Health Services Center staff and college community in planning student health programs to respond to identified needs, involvement in the implementation of new need-based programs, and monitoring of existing programs for effectiveness, applicability and safety through ongoing quality improvement and program review activities.
Serve as a resource and primary liaison for the college community on issues of mental health promotion and advocacy which may include classroom presentations, curriculum and resource material development, committee membership, or staff and faculty presentations.

Perform related duties as required or assigned.

Qualifications

Required Education from a U.S. Department of Education recognized accredited organization:

*Master’s Degree* in counseling, rehabilitation counseling, clinical psychology, counseling psychology, guidance counseling, educational counseling, social work, or career development

OR

The Equivalent

OR

A lifetime California Community College Credential in counseling.

Note: (A license as a Marriage, Family and Child Counselor is an alternative qualification for this discipline).

Equivalency

*Candidates without the specified degrees listed above must complete and submit an Application for Equivalency Determination.* Additionally, candidates must provide documentation, as part of this application process, sufficient to convince the committee that the candidate possesses the equivalent of these minimum qualifications, including the depth and breadth of discipline knowledge plus general education. Further information and application for equivalency forms may be obtained at [www.cabrillo.edu/services/hr/apps/index.html](http://www.cabrillo.edu/services/hr/apps/index.html).

*Note:* Graduate students currently working on a Master’s degree are encouraged to apply, with the understanding that the degree must be completed and confirmed by July 1, 2006.

Required Professional Expertise

1. Knowledge of and commitment to the community college philosophy and populations and the enhancement of student success at community colleges.
2. Effective oral and written communication skills.
3. Demonstrated ability to teach the courses or perform the duties effectively as described above (a teaching demonstration may be part of the interview).
4. Ability to communicate well with students of diverse academic, ethnic, socioeconomic, and cultural backgrounds, including students with disabilities.
5. Ability to work cooperatively with others.

Required Discipline-Specific Requirements/Licensure:

1. Current California licensure as a Psychologist, Marriage and Family Therapist, or Clinical Social Worker
2. Excellent recordkeeping skills.
3. Basic computer proficiency.
4. Clinical experience with individuals, couples, and groups, preferably in a college setting.
5. Demonstrated strong crisis management skills.

**Desired Qualifications/Performance Expectations:**
1. Recent successful counseling experience, preferably in a college setting.
2. Bilingual ability in Spanish and English.

**Selection Process**
A committee will review complete applications. Meeting minimum qualifications does not ensure an interview. Therefore, it is critical that candidates submit a detailed and complete application. The application will be used to assess each candidate’s qualifications and determine the possible match between qualifications and the assignment. A limited number of candidates will be invited for an interview slated for Spring semester 2006.

**How to Apply**
Application forms may be obtained through Cabrillo’s web site: [www.cabrillo.edu/services/hr/apps/index.html](http://www.cabrillo.edu/services/hr/apps/index.html) OR from the address below:

Cabrillo College, Human Resources Department
6500 Soquel Drive, Aptos, CA 95003
Phone: (831) 479-6217
Fax: (831) 477-3545

(E-mail transmittals and postmarks are not accepted)

To be considered, each candidate **MUST SUBMIT**:
1. Completed and signed Cabrillo College application.
2. Cover letter which states how the candidate specifically meets the qualifications.
3. Job-related resume.
4. Three job-related letters of recommendation which address the candidate’s ability to perform the duties of this position.
5. Verification of educational qualifications (Foreign transcripts must be translated to determine equivalency to U.S. standards. Any fee for such translation is paid by the applicant):
   - Transcripts from all colleges attended (copies are acceptable) OR official proof of request for transcripts. If selected, it is the responsibility of the candidate to provide official transcripts, diplomas, degrees or other documents as may be required.
   - Copy of credential, front and back (if applicable).
6. Supplemental Application for Equivalency Determination and supporting documentation. *(This is only necessary if candidate does not possess and submit proof of specified degrees listed in minimum qualifications OR possess and submit copy of a valid lifetime credential)*.
7. Copy of current California Psychologist, Marriage and Family Therapist, or Clinical Social Worker license.
8. A brief, not to exceed two pages, clearly identified, separately attached statement, outlining your concept of the community college philosophy and your understanding of the role of Student Health Services in a community college.
If any of the required materials are not submitted with your application packet, your application will be deemed incomplete and will not be forwarded to the committee for screening.

Please notify the Human Resources Department if you require any special accommodation(s) in meeting these requirements.

Candidates selected for employment with Cabrillo College must agree to be fingerprinted and cleared, provide current Tuberculosis test results, provide proof of eligibility for employment in the United States and present a valid Social Security card upon hire.

**Application Deadline**

All application materials **MUST** be received in the Human Resources Department by 4:00 p.m., Tuesday, March 7, 2006. (E-mail transmissions and postmarks will **NOT** be accepted).


*Cabrillo College seeks applications from all qualified individuals. It is the continuing goal of Cabrillo College to hire and retain staff that reflect the rich diversity and cultural heritage of the college district and its student body.*