



TAFT COLLEGE

WEST KERN COMMUNITY COLLEGE DISTRICT

Human Resources Department

29 Cougar Court

Taft, CA 93268

661-763-7805

www.taftcollege.edu

Adjunct Counseling Employment Opportunity

Application Deadline: 4:00 p.m. on Friday, December 8, 2017

Taft College is seeking a pool of qualified candidates with demonstrated counseling skills to join an outstanding team of faculty and staff to provide high quality programs and services for our students. Counseling assignments may be temporary, part-time and/or on-call and may be immediate or as needed (as specified in Education Code 8748.25). We are seeking adjunct counselors for inclusion in a pool. The 2018 spring semester begins on Tuesday, January 16, 2018 and concludes on Thursday, May 17, 2018.

Adjunct EOP&S/CARE/CalWORKs Counselor Pool

GENERAL INFORMATION

Taft College is a single-campus district in Kern County. Taft is located in the foothills at the southwestern edge of the San Joaquin Valley just 35 minutes west of Bakersfield, two hours north of Los Angeles and two hours from California's central coast. The Taft area is home to 18,000 residents and numerous companies who enjoy friendly neighbors, temperate climates and bustling economy. Cultural and recreational opportunities include the West Kern Oil Museum, Carrizo Plain National Monument, Tule Elk State Reserve and the Buena Vista Aquatic area. Residents enjoy a reasonable cost of living along with affordable housing and good schools.

The college is a designated Hispanic Serving Institution (HSI) with unique programs in Energy Technology, Engineering, Dental Hygiene and STEM-related disciplines. Taft College's Full Time Equivalent Students are over 2,600 with an average class size of 20. The District has a diverse student body that is 55.9% Hispanic, 31.6% White, 6.2% Black, 2.2% Mixed Race, 1.7% Asian, 1.1% Filipino, 0.7% Native American, 0.4% Unknown and 0.3% Pacific Islander.

The college has 63 full-time faculty, 78 adjunct faculty, 146 classified staff, 25 classified administrators and 7 certificated administrators.

MINIMUM QUALIFICATIONS

Master's degree in counseling, rehabilitation counseling, clinical psychology, counseling psychology, guidance counseling, educational counseling, social work, or career development or the equivalent AND have completed a minimum of nine (9) semester units of college coursework predominately relating to ethnic minorities or persons handicapped by language, social or economic disadvantages OR have completed six (6) semester units or the equivalent of a college-level counseling practicum or counseling field-work courses in a community college EOPS program or in a program dealing predominately with ethnic minorities or persons handicapped by language, social or economic disadvantages AND two (2) years of occupational experience in work relating to ethnic minorities or persons handicapped by language, social or economic disadvantages. Demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural and ethnic backgrounds of staff and students.

Equal Employment Opportunity

The West Kern Community College District is committed to the principles of equal employment opportunity and will implement a comprehensive program to put those principles into practice. It is the District's policy to ensure that all qualified applicants for employment and employees have full and equal access to employment opportunities and are not subjected to discrimination in any program or activity of the District on the basis of national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics. The District will strive to achieve a workforce that is welcoming to men, women, persons with disabilities, and individuals from all ethnic and other groups to ensure the District provides an inclusive educational and employment environment. Such an environment fosters cooperation, acceptance, democracy, and free expression of ideas.

Application materials are available in the HR Department, on our website under Jobs and EdJoin.

Websites:

www.taftcollege.edu

www.edjoin.org

Human Resources Department

Hours:

Monday-Friday

8:00 a.m. - 5:00 p.m.

PAY RANGE

\$57.56 - \$67.64/hr.

CONDITIONS OF EMPLOYMENT

Employment with Taft College is not complete or official until applicants meet all pre-employment requirements. Candidates with foreign degrees must provide official certification of equivalency to U.S. degrees by a recognized U.S. credential evaluation service. Offers of employment are contingent upon Board of Trustees approval. All new employees are required to submit official transcripts, proof of freedom from tuberculosis, and proof of eligibility to work in the United States. Employees must sign an Oath of Office and submit fingerprints for CA Department of Justice clearance. Taft College reserves the right to modify or rescind this job announcement at any time.

APPLICATION PROCEDURE

To be considered for review, applicants must submit the following application materials:

1. A completed West Kern Community College District academic application or Edjoin online academic application.
2. A cover letter outlining your education and experience relevant to this position.
3. A current resume.
4. Transcripts (unofficial acceptable).

Application forms may be obtained from www.taftcollege.edu.

Paper applications need to be hand delivered or mailed to: Taft College
Human Resources Department
29 Cougar Court
Taft, CA 93268
Telephone: 661-763-7805
Email: tjobs@taftcollege.edu

Classified online application submission: www.edjoin.org

Current employees must provide documentation and materials in the same manner and degree of detail as any other applicant.

APPLICATION DEADLINE

Application materials must be in the Human Resources Department no later than 4:00 p.m. on Friday, December 8, 2017. It is the applicant's responsibility to ensure that all application materials are received. Application materials must be mailed, hand delivered, or e-mailed. Emails must be followed by original documents. All application materials that are complete at that time will be forwarded to the screening committee. Incomplete application materials may not be reviewed.

INTERVIEW

A candidate selected for an interview will be required to visit Taft College at his/her own expense upon a date selected by the District. Meeting the minimum qualifications does not guarantee an interview.

MISSION STATEMENT

Taft College is committed to creating a community of learners by enriching the lives of all students we serve through career technical education, transfer programs, foundational programs, and student support services. Taft College provides an equitable environment defined by applied knowledge leading to students' achievement of their educational goals.

Applicants who are protected under the Americans with Disabilities Act and who, are due to a Disability, require accommodations for completing the application process, testing, (if required for the position), or the interview, should notify the Human Resources Department 10 working days before the accommodation is required.