



TAFT COLLEGE

WEST KERN COMMUNITY COLLEGE DISTRICT

Human Resources Department

29 Cougar Court

Taft, CA 93268

661-763-7805

www.taftcollege.edu

Academic Employment Opportunity

Open until filled, priority consideration date of Friday, January 12, 2018 @ 4:00 p.m.

Learning Disabilities Specialist

Full-time, tenure-track, 10-month (175 days) academic position. Starting salary range is \$48,817.00 - \$83,314.00 per year. The District-provided health and welfare benefits, valued at 19,530.96 year for 2017-18, include medical, dental and vision for the employee and dependents and life insurance for the employee.

Taft College believes in a close relationship among students, faculty, staff and the community. The District is strongly committed to achieving staff diversity and has made a commitment to the principles of equal opportunity. The District encourages a diverse pool of applicants and does not discriminate on the basis of race, color, national origin, ancestry, sex, age, religion, marital status, disability or sexual orientation in any of its policies, practices or procedures. The college encourages applications from all qualified applicants.

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 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 61 full-time faculty, 78 adjunct faculty, 138 classified staff, 24 classified administrators and 7 certificated administrators.

REPRESENTATIVE DUTIES

- Work with students having a wide range of disabling conditions.
- Administer, score and interpret learning disability assessments using primarily Woodcock Johnson IV protocols and measures.
- Use the Computer Assisted Recordkeeping and Scoring system (CARS) through the California Community College Chancellor's Office.
- Identify educational limitations and appropriate accommodations for students with learning disabilities.

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 or forms can be downloaded from our website, About Us - Human Resources - Job Opportunities

Website:

www.taftcollege.edu
www.edjoin.org

Human Resources Department Hours
Monday-Friday
8:00 a.m. - 4:30 p.m.

REPRESENTATIVE DUTIES CONTINUED

- Assist in development of Academic Accommodations and Education Plans (AAEP) for student with disabilities, utilizing appropriate information from education, medical, psychological and vocational sources.
- Maintain appropriate student records for purposes of evaluation and accountability, including federal and state reporting.
- Consult and communicate with staff regarding strategies for student success.
- Develop curriculum appropriate for students with disabilities.
- Instruct students in learning skills courses.
- Develop comprehensive education plans with students.
- Provide academic and career counseling to students with disabilities.
- Assist in development of class schedules.
- Participate in full-time faculty responsibilities including faculty and departmental meetings, community liaison, curriculum development, committee assignments and office hours.
- Participate in outreach activities with other professional departmental staff.
- Establish and maintain effective working relationship with local service agencies.
- Other duties as assigned.

MINIMUM QUALIFICATIONS

- ❖ Master's degree in counseling, guidance counseling, clinical or counseling psychology, education counseling, *marriage, family and child counseling or rehabilitation counseling AND fifteen (15) semester units of upper division or graduate study in the area of learning disabilities, to include, but not limited to: adult cognitive and achievement assessment OR the equivalent AND
- ❖ Completion of six (6) semester units, or the equivalent of a graduate-level counseling practicum or counseling field-work courses in a post-secondary DSPS program or in a program dealing predominately or exclusively with people with disabilities or two (2) years full-time experience or the equivalent, in one or more of the following:
 - ❖ Counseling students with disabilities or
 - ❖ Counseling in industry, government, public agencies, military or private social welfare organizations in which the responsibilities of the position were predominately or exclusively for persons with disabilities; or the equivalent.
 - ❖ Possess and demonstrate the sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic background of community college students.

NOTE: A bachelor's degree in one of the above listed degrees and a license as a Marriage and Family Therapist is an alternative to this discipline.

DESIRABLE QUALIFICATIONS

- Certification in the California Community College Learning Disabilities Eligibility and Services Model (LDESM) and Community College teaching experience.
- Demonstrated ability to teach a variety of developmental skills courses at the community college level.
- Demonstrated ability to administer and interpret standardized tests to determine eligibility for learning disabilities services.
- Paid teaching experience in a higher education setting.
- Paid experience working with individuals with disabilities in a college setting.

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>

ANTICIPATED STARTING COMPENSATION

Based upon the 2017-18 10-month (175 days) academic salary schedule, the starting salary schedule range is \$48,817.00 - \$83,314.00 per year. The successful applicant will be offered a starting salary within this range commensurate with qualifications and experience. An annual doctoral stipend of \$3,679.29 is included in addition to the salary when appropriate.

ANTICIPATED START DATE

The assigned work year is 10-month (175 days) per academic year. The typical assignment will include 15 units plus 5 office hours per week per semester.

FRINGE BENEFITS

The District provides excellent coverage in health, dental, vision and life insurance for the employee, spouse and dependents. The District and the employee contribute to the State Teachers Retirement System or the California Public Employees Retirement System. Additional types of insurance may be purchased with pre-tax dollars through the IRS 125 flexible benefit program.

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. The District 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) District Academic application. *Complete all sections; stating "See letter and/or resume" is not acceptable.*
- 2) A letter of application that describes why you are interested in the position and how your breadth of experience has prepared you for this position.
- 3) A current resume.
- 4) A written statement of your teaching philosophy.
- 5) Copies of transcripts or list of pertinent course work and grades.
- 6) Three (3) letters of recommendation current within the last three (3) years that address your professional and interpersonal skills.

To ensure consistency and fairness to all candidates, do not submit materials other than those requested.

Application forms may be obtained from www.taftcollege.edu and online applications are also accepted through EdJoin.org.

Send all application materials to: Taft College Human Resources Department
29 Cougar Court
Taft, CA 93268 Telephone: 661-763-7805
Email: tcjobs@taftcollege.edu

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, January 12, 2018. 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 packets that are complete at that time will be forwarded to the screening committee. Incomplete applications 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.