

Full Time Faculty/Field Experience Coordinator in School Counseling

VISION STATEMENT:

“The Adler Graduate School will be a leader in empowering and developing mental health professionals to transform society through social interest in action.”

MISSION STATEMENT:

“Preparing mental health professionals with a strong Adlerian foundation to foster encouragement, collaboration, and a sense of belonging to the individuals, families, and the culturally diverse communities they serve.”

JOB TITLE: Full Time Faculty/Field Experience Coordinator

APPLICATION DEADLINE: Open until May 21, 2018.

GENERAL STATEMENT OF DUTIES:

The Field Experience Coordinator and faculty member will be part of a team of counselor educators who emphasize the practice of Adlerian Psychology that fosters encouragement and collaboration guided by social interest with the student body and the community.

This position is a continuous 12-month, non-tenure track position with benefits. Teach a reduced course load of 15 credits a year, advise students, sustain professional scholarship, participate in institutional service and serve as the field experience coordinator for the School Counseling Students. The Coordinator oversees the field experience training for students including supervision, adherence to state regulations for licensure and student documentation of field work. The Coordinator consults on student problems as well as issues which arise at field experience sites. The Coordinator develops new sites and maintains relationships with current site supervisors.

SUPERVISION RECEIVED: Reports to Program Chair

ESSENTIAL FUNCTIONS:

1. Full time Faculty to teach 15 credits.
2. Service functions:
 - a. Advising load assigned, which may include academic and professional development of students.
 - b. Development and maintenance of field experience sites
 - c. Administration of student field experience placement
 - d. Field experience graduation audits
 - e. Site Supervisor trainings
 - f. Regular attendance in committee and or academic faculty meetings.
 - g. Participate in student disposition evaluations
 - h. Oral exam committee assignments
 - i. Assist in new student admissions/selection
 - j. Collect and interpret field experience assessment data as a part of the field experience online platform maintenance.
3. Scholarship functions:

- a. Conference and professional presentations
- b. Participation in text book selection
- c. Participation in national and local professional organizations

QUALIFICATIONS:

1. Doctorate from a CACREP-accredited program is preferred; or current enrollment in a CACREP-accredited doctoral program in counselor education and supervision or related field (needs to meet 2016 CACREP standards); or a master's degree in School Counseling with a minimum of 5 years of direct experience in the field.
2. Current Licensure in School Counseling. Knowledge of licensure requirements strongly preferred.
3. Experience providing supervision
3. Three-plus years of teaching experience is required. Higher education teaching experience, especially at the graduate level, is preferred.
4. Experience with learning or teaching in an online setting preferred.
5. Formal training in Adlerian Psychology or commitment to developing proficiency in Adlerian Psychology, in alignment with the Mission, Vision, and Values of the Adler Graduate School is required.

PROFESSIONAL IDENTITY:

1. Understanding and demonstration of professional skills and abilities related to the field of School Counseling.
2. Commitment to increasing diversity within the organization and to work with an increasingly diverse academic community and community at-large.
2. Knowledge of and commitment to the ethical principles that guide the practice of professionals in the field.
3. Membership and participation in counseling professional organizations.
4. Ability to work effectively with students, alumni, faculty, staff, and organizations in the external community.
5. Ability to assess students' level of performance and skills as a professional school counselor
6. Ability to serve as a community ambassador for the program and Adler Graduate School.

SKILLS:

1. Superior written and oral communication skills, including significant use of the phone, speaking with the public and producing written materials.
2. Technologically proficient in Microsoft Office programs and willingness to learn other computer programs as needed.
3. Knowledge of learning management systems, e.g., Moodle, Blackboard.
4. Strong ability to handle multiple projects simultaneously and set priorities.

PHYSICAL/MENTAL DEMANDS:

Prolonged periods of sitting, often while working on a keyboard; some periods of standing; light lifting; and general office work.

Work may require flexibility in scheduling hours of work and, in general, a professional's orientation to task completion.

ENVIRONMENTAL/WORKING CONDITIONS:



The work setting is an educational environment and involves frequent contact with students, alumni, faculty, staff, and the public. Work may be stressful at times.

This description is intended to provide only basic guidelines for meeting job requirements. Responsibilities, knowledge, skills, abilities and working conditions may change as needs evolve.

Adler Graduate School (AGS) does not discriminate on the basis of race, creed, color, national origin, religion, sex, age, disability, sexual orientation, veteran status, marital status, familial status, public assistance, or local human rights commission activity in employment of faculty or staff, admission or treatment of students, or operation of educational programs and activities. AGS is committed to providing equal education and employment opportunities in accordance with all applicable Federal and State laws, including Title IX of the Education Amendments of 1972.

Interested Applicants:

Send a resume, cover letter, and three professional references to Allison Zapata, Human Resources Assistant at Allison.zapata@alfredadler.edu.

May, 2018