Review and revise as necessary strategies for maintaining formal office and campus hours; participate in appropriate professional development to maintain and improve the instructional program; collaborate with faculty/staff and coordinate communication with other district departments and personnel and the public regarding accommodation for students with disabilities; attend various meetings as required.

Determine student eligibility for support services and secure professional verification of specific disability including, but not limited to; learning disabilities, physical disabilities, communication disabilities, acquired brain impairments, developmental delays and psychological disabilities.

Administer and interpret assessments for learning disabilities (LD) eligibility using the California Community College LD Eligibility Model.

Evaluate student progress by developing, reviewing, and updating Student Educational Contracts (SEC's). Provide academic and vocational counseling for DSPS program eligible students.

Teach scheduled classes and perform related duties as assigned, including timely compliance with clerical and administrative responsibilities; comply with district, college and division policies in the performance of duties.

Instruct and assist in the growth and success of a diverse population of students through careful preparation of course materials, effective teaching methodologies and informed critical feedback on assignments and discussions.

Demonstrate sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of students.

Evening and/or Saturday assignments may be required as part of the regular contract.

**MINIMUM QUALIFICATIONS**

Master’s Degree in rehabilitation counseling; OR

Master’s Degree in special education, and twenty-four or more semester units in upper division or graduate level course work in counseling, guidance, student personnel, psychology, or social work; OR

Master’s Degree in counseling, guidance, student personnel, psychology, career development, or social welfare; AND either (a) or (b):

(a) At least twelve or more semester units in upper division or graduate level course work specifically in counseling or rehabilitation of individuals with disabilities; OR

(b) Two years of full-time experience in counseling or guidance for students with disabilities; AND/OR counseling or guidance in industry, government, public agencies, military or private social welfare organizations in which the responsibilities of the position were predominantly or exclusively for persons with disabilities; OR

Possess a valid California Community College Counselor Credential authorizing service for persons with disabilities; OR

The equivalent. Equivalent qualifications may include related education, training, employment and professional experience that would be equal to the required degree(s) and experience in this field as determined by the District Equivalency Committee.

All degrees and course work used to satisfy the required minimum qualifications must be from accredited postsecondary institutions (see www.nocccd.edu/employment regarding accredited postsecondary institutions). The award of all degrees must be verifiable on a legible transcript.

**DESIRABLE QUALIFICATIONS**

Completion of the California Community College Chancellor’s Office Learning Disabilities Eligibility Training.

Formal training in the administration, scoring and interpretation of cognitive (WAIS-III) and achievement (WJ-III) assessment instruments.

Experience providing accommodations to students with a wide range of disabilities in an educational setting.

Knowledge of assistive technologies for individuals with disabilities.

Working knowledge of Title 5, the Americans with Disabilities Act and other disability-related mandates.

Experience with and commitment to working with culturally and ethnically diverse groups.

Effective oral and written communication skills.

**SALARY**

The initial salary placement range is $59,878 to $80,654 depending on education and experience. Excellent fringe benefits, including medical insurance. Initial salary placement will be determined by the Office of Human Resources in accordance with the faculty collective bargaining agreement and is not negotiable.

**APPLICATION PROCEDURE**

Reference Job #FCF964 in all correspondence. Request DISTRICT ACADEMIC APPLICATION from the Human Resources Office by e-mailing requests to hr@nocccd.edu, visiting our website at www.nocccd.edu to download an application, or calling (714) 808-4810. All application materials must be submitted with the DISTRICT ACADEMIC APPLICATION as a complete package.

A complete application package MUST include the following:

1. Completed DISTRICT ACADEMIC APPLICATION.
2. Letter of interest which demonstrates written communication skills and addresses the qualifications relevant to the position.
3. Resume describing educational background, work experience and teaching experience.
4. Undergraduate AND graduate college transcripts (may be unofficial). Evaluations of foreign degrees and/or course work are required. See www.nocccd.edu/employment for information regarding evaluation of foreign degrees.
5. Copy of relevant California Community College Credential (if applicable).

Incomplete application packages and/or applications without signatures will not be considered. All submitted materials become the property of the North Orange County Community College District and will be considered for this position only. The District will not return or make photocopies of application materials.

Applicant bears the sole responsibility for ensuring that the application package is complete when submitted. Loose materials submitted independently of the application package will not be accepted.

Submit application package to:
North Orange County Community College District
1830 W. Romneya Drive, 9th Floor – Human Resources
Anaheim, CA 92801-1819

DEADLINE FOR APPLICATIONS
Application package must be received by 5:00 p.m., July 16, 2007. (Postmarks will not be honored.) Application packages received after the closing deadline will not be accepted. The District does NOT accept application materials by FAX or e-mail.

SELECTION PROCESS
The Hiring Committee will paper screen applications and select a limited number of candidates for an interview. This process will take several weeks. Subsequent to the interviews, the Hiring Committee will determine those candidates for final consideration. At the time of the interview, a teaching demonstration and a written exercise related to the assignment may be required. Possession of the minimum qualifications does not ensure an interview.

Reasonable accommodations for applicants with disabilities may be requested by calling (714) 808-4821 at least three (3) business days in advance of the scheduled examination/interview date. The candidate selected for employment will be required to provide the following: official transcripts and verification of experience prior to the first duty day; identification and eligibility for employment within three (3) days of employment, pursuant to the Immigration Reform and Control Act; fingerprints and required medical certification pursuant to statute.

For further information about the position, contact Dean, Counseling & Student Development:
Lisa Campbell; LCampbell@fullcoll.edu

FULLERTON COLLEGE
Founded in 1913, Fullerton College is the oldest community college in continuous operation in California. As one of five institutions of higher learning in the city of Fullerton, the college is an integral part of a complex higher education system. Fullerton College offers a comprehensive academic program of lower division transfer courses and vocational training to prepare students for transfer as well as for the technology-driven workplace.

The 83-acre campus features 10 major instructional buildings that include conventional classrooms as well as laboratory facilities for science, art, computer technology, photography, automotive services, physical education and other specialized programs. A full complement of athletic fields and facilities surrounds the campus.

The college enrolls in excess of 20,000 students. There are 318 full-time faculty and approximately 515 adjunct faculty, who are supported by 280 classified employees and 35 managers.

Fullerton College is part of the North Orange County Community College District, which includes Cypress College and the School of Continuing Education. The District encompasses an area of approximately 155 square miles that includes Anaheim, Brea, Buena Park, Cypress, Fullerton, La Habra, La Palma, Los Alamitos, Placentia, Rossmoor, Yorba Linda, and portions of the following cities: Garden Grove, La Habra Heights, La Mirada, Orange, Seal Beach, Stanton, Whittier, and unincorporated territory in both Los Angeles and Orange counties.

The District serves a diverse population of about one million people and is governed by an elected seven-member Board of Trustees. The total District budget for 2006-2007 was $190 million.

Fullerton College can be found on the web at www.fullcoll.edu.

COUNSELOR
LEARNING DISABILITIES
SPECIALIST
Job #FCF964

The North Orange County Community College District, in compliance with all applicable Federal and State laws, does not discriminate on the basis of race, color, national origin, ancestry, marital status, age, religion, disability, sex, or sexual orientation in any of its policies, procedures, or practices. The District is also committed to maintaining campuses that are free of harassment, drugs, and alcohol. A copy of the District’s full policy on non-discrimination, sexual harassment, sexual assault treatment and counseling, and maintenance of a drug-free environment is available online at www.nocccd.edu.