

# Part-Time Faculty Pool

## DSP&S Counselor

### **JOB NUMBER**

PT066

### **DESCRIPTION:**

Counselor, Disabled Student Services, carry out individual educational planning including assessment of eligibility, educational goals, program planning, functional limitations and accommodations and services to students.

### **MINIMUM QUALIFICATIONS:**

**Education:** Master's in counseling, guidance, student personnel, psychology, career development, social welfare with 12 units upper division or graduate work in counseling and rehabilitation of individuals with disabilities or the equivalent.

**Ability:** Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.

### **APPLICATION PROCEDURE:**

**To be considered for this pool, you must submit the following:**

1. A completed application form located at [www.fhdajobs.net](http://www.fhdajobs.net).  
(The only form of application accepted)
2. A current resume that details your education and complete work history
3. A cover letter
4. A separate document that provides information which demonstrates your understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
5. Copies of all college transcripts

**Please note:** If you are unable to attach your transcripts electronically, please have them available when interviewed.

**Do not:** Submit application, resume, cover letter or transcripts in paper form—they will not be accepted.

### **APPLICATION DEADLINE:**

Foothill-De Anza Community College District is establishing a pool of qualified applicants for DSP&S Counselor. Applications will be accepted continuously until otherwise noted. Applications will remain on file for two years from the date it is received.

### **SELECTION PROCEDURE:**

Applications will be screened by appropriate department representatives on an as-needed basis.

Qualified applicants who best meet the needs of the division will be contacted for an interview.

### **SALARY:**

Education and accredited teaching experience determine placement on a non-negotiable part-time faculty salary schedule.