



ANNOUNCEMENT OF POSITION OPENING

COUNSELOR

(Community College Professional 19)
11-Month Tenure-Track Positions

**ANTICIPATED
STARTING DATE:**

January 2010

**MINIMUM
QUALIFICATIONS:**

Master's degree in counseling or related field and two years experience in professional counseling. Supervisory experience and bilingual abilities are desirable.

Applicants who do not meet the minimum qualifications are encouraged to put in writing exactly how their experience has prepared them for the responsibilities of this position and by providing appropriate references. Exceptions to the degree requirements may be made for compelling reasons.

RESPONSIBILITIES:

Under the direction and supervision of the Director of Counseling, the Counselor is responsible for providing professional counseling to students, assessing students' developmental needs and initiating programs designed to meet those needs; assisting students in defining academic career goals and formulating academic plans to meet those goals; providing academic and educational information on academic policies, such as transfer and graduation requirements; conducting seminars and orientation sessions for students on academic, career, and personal strategies and performing other counseling duties as assigned.

MINIMUM SALARY:

\$55,723 approximate annual.

TO APPLY:

Send letter of intent, resume, transcripts and the names of three references to:

Mr. R. I. Fisher
Director of Human Resources
Capital Community College
950 Main Street
Hartford, CT 06103

**APPLICATION
DEADLINE:**

Letter of application should be postmarked by **November 20, 2009**.

**Capital Community College is an Affirmative Action/Equal Opportunity Employer M/F.
Protected group members are strongly encouraged to apply.**